

**UNIVERSITY OF NEW MEXICO BOARD OF REGENTS'  
ACADEMIC/STUDENT AFFAIRS & RESEARCH COMMITTEE MEETING**

Thursday, December 4, 2014 – 1:00 p.m.

Roberts Room, Scholes Hall

**AGENDA**

**Committee Members Present:** *Regent Bradley Hosomer, Regent Suzanne Quillen, Provost & Executive Vice President for Academic Affairs Chaouki Abdallah, Faculty Senate President Pamela Pyle and Staff Council President Renee Delgado-Riley*

**I. Call to Order 1:10pm**

**II. Approval of Summarized Minutes from Previous Meeting:**

Motion to Pass: Pamela Pyle

Second: Provost Abdallah

Passed unanimously

**III. Reports/Comments:**

A. Provost's Administrative Report

*Chaouki Abdallah, Provost and Executive Vice President for Academic Affairs*

- Vice President for Research search committee is preparing to bring candidates to campus
- Office of Institutional Analytics will be evaluated for an organizational redesign
- Quality Metrics are being internally circulated for feedback and will then be externally reviewed

B. Member Comments

Faculty Senate:

- Currently trying to create a fluid process for ROM
- The Faculty Senate is trying to engage more faculty and create stronger connections between students and faculty
- Reincorporation of benefits for pre-65 year old retirees

Staff Council:

- Working to better engage with students through various initiatives
- Staff council also voted to bring back benefits for pre-65 year old retirees

C. Advisor Comments

GPSA:

- Food for Thought raised \$500
- Working on capital outlay projects for the upcoming legislative session
- Will have a special lapel pin for the legislative session
- Will be hosting a clothing drive to collect warm clothing
- HSC Council is working on a healthy living projects to help create healthy living environments for the homeless
- The tuition differential is up for review for the Master of Public Administration
- Electrical and Computer Engineering GSA is organizing events for new students to network

ASUNM:

- Preparing activities for UNM Day on Feb. 9<sup>th</sup>
- There will be Lobo Plaza Project
- ASUNM bought 2,000 blue books to pass out for finals week
- ASUNM will once again be hosting the "Ring Ceremony"

**IV. Action Items:**

A. Fall 2014 Degree Candidates

*Pamela Pyle, Faculty Senate President*

TAB B

**UNIVERSITY OF NEW MEXICO BOARD OF REGENTS'**  
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Motion to Pass: Pamela Pyle

Second: Provost Abdallah

Passed unanimously

**B. Form D: Graduate Certificate in Law, Environment, & Geography**

**TAB C**

*John Carr, Professor of Geography*

There was discussion about the validity of graduate certifications in regards to what value they carry. It was stated by several Provost Cabinet members in the audience that this is not a technical type of certificate a person would receive from a vocational type school. It was debated that a graduate level certificate is to validate but not certify a specific academic specialization had been earned that was outside of the normal curriculum but aligned with common professional development in that field of study. Regent Hosmer has also requested a presentation about certificates.

Motion to Pass: Provost Abdallah

Second: Regent Overton

Motion Carried

**C. Approval of Honorary Degree Recipients (Discussion in Executive Session)**

**TAB D**

*Melinda Tinkle, Faculty Senate Honorary Degree Chair*

**V. Information Items:**

**A. Annual Course Fees Review Report**

**TAB E**

*Greg Heileman, Associate Provost for Curriculum*

*See attached presentation*

**B. Innovation Academy Update**

**TAB F**

*Carol Parker, Sr. Vice Provost for Academic Affairs*

*See attached presentation*

**VI. Faculty Presenter**

**TAB G**

*A. Stephanie Forrest, Distinguished Professor of Computer Science & Jefferson Fellow*

**VII. Executive Session-Roberts Room**

Vote to Close the meeting and proceed in Executive Session for consideration of item **IV, C**

**A. Discussion and determination where appropriate of limited personnel matters pursuant to Section 10-151.H(2), NMSA (1978).**

Session was closed at 3:37 PM

**VIII. Vote to re-open the meeting and certification that only those matters described in Agenda Item IV, C were discussed in Executive Session and if necessary, final action with regard to those matters will be taken in open session.**

Session reopened at 3:50 PM

The information discussed during the closed session pertained to agenda item **IV, C**

Motion to pass: Regent Overton

Second: Provost Abdallah

Passed unanimously

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**IX. Public Comment**  
No Public Comment

**X. Adjournment 3:51**  
Motion to pass: Regent Overton  
Second: Provost Abdallah  
Passed unanimously

University of New Mexico Board of Regents  
Academic / Student Affairs / Research Committee  
December 4<sup>th</sup>, 2014

### **Academic Affairs Course Fee Review**

#### **Policies**

Class and curricular fees, or broadly termed “course” fees, at UNM are determined by the policies spelled out in the Regents Handbook 4.7, “Tuition and Fees,” and the University Administrative Policies and Procedures Manual 8210, “Tuition and Related Fees.” The relevant portion of the policy is included as Appendix A to this report.

Broadly speaking, “class” fees are fees tied to the specific costs of delivering certain courses with distinctive expenditures. Examples include the travel costs of a field trip, the cost of particular supplies (art or lab), or special instructional materials. Since they literally fund the costs associated with the provision of a specific class, these fees are typically expended in the semester in which the costs are incurred. “Curriculum” fees, by contrast, are tied to equipment or staff costs related to an entire course of study. Examples include IT requirements of various colleges (e.g., the unique software requirements of Architecture and Planning or Anderson School of Management); unique equipment costs (e.g., piano studios or engineering labs), or the specific technical staff required to maintain the labs and make them accessible to students.

By policy, the Regents set the level of all tuitions, and fees that apply to all students. Class and curricular fees that apply to a specific course of study, and may be assessed at the class, department, or college level, are reviewed and authorized by the Provost for main campus or the Chancellor for the Health Sciences Center.

#### **Procedures**

A request to implement or change a class or curricular fee usually originates in an academic department. Proposals are submitted on a required template (attached as Appendix B and C) that gives the necessary technical data, along with a projected budget and description of the fee’s intended use. These are reviewed at the college level and require the authorization of the dean or director before being submitted to the Office of the Provost.

The review of a class or curricular fee proposal at the Provost’s level has two components:

1. A review for eligibility, per the definitions of UAP 8210. We make sure the description of the fee conforms to the uses detailed in the policy, and that the projected budget is rational and defensible.

2. A consideration of the fee's impact on students, either in terms of scope (e.g., assessing a large fee for a single course) or scale (e.g., curricular fees that would affect large numbers of students). **Fee approvals are not automatic.** In practice, most eligible class fee requests are approved; but curricular fees proposals are often amended or deferred for consideration in the larger context of tuition/fee decisions.

### Review

By policy (UAP 8210.3.6), the colleges are to review their course fee collections and expenditures at least every two years, in order "to ensure that expenses are allowable, allocable, reasonable, and timely." This year we reviewed fiscal years 2013 and 2014 for College of Arts and Sciences, School of Public Administration, College of Education, School of Engineering, School of Architecture and Planning, College of University Libraries and Learning Sciences, and Los Alamos Branch Campus. A summary of this year's reviews is attached as Appendix D.

### Transparency

Course fees are published in each semester's registration schedule online and linked to every appropriate class, so that when students enroll they get a real-time calculation of the cost of their course of study. Any student may request a specific accounting of the fees they've been charged for any course or curriculum (UAP 8210.3.7).

### Scope

Class and curricular fees are important parts of the funding streams for most colleges and schools. UNM's main campus units collected \$7,022,443 in class and curricular fees in FY14. Proportionally, that represents 3.47% of their total Instruction and General (I&G) budgets. Course fees are a relatively small portion of the average student bill. According to data from the Bursar's Office, the average class and curriculum fees paid per student this fall semester was \$83.29, about 3.33% of the total resident full time (15-18 credit hour block) undergraduate tuition bill.

# Administrative Policies and Procedures Manual - Policy 8210: Tuition and Related Fees

## 3.1. Class Fees

A class fee is charged to support the instructional needs of a specific course. The fee is used to pay for required, uniquely identifiable materials or services provided to students that exceed the costs of supplies normally provided. Class fees may be approved and implemented if they cover any of the following expenses:

- Cost of activities related to a course (e.g., field trip, tickets to off-campus lecture or event)
- Private instruction and models (e.g., guest speakers, models, tutors)
- An object or product of value retained by the student (e.g., artwork, safety gear)
- Class costs (e.g., specialized equipment or materials, risk management, laboratory supplies, products)

Class fees may not be used to fund any of the following costs:

- The cost of any instructor of record or grader
- Regular classroom materials and supplies (e.g., paper, photo copies, markers, chalk)
- Faculty and staff computers, equipment, and general non-program-specific software

## 3.2. Curricular Fees

A curricular fee is charged to support curricular needs in the department, college, or school. This fee funds short-term and long-term needs for the purpose of instructing students, including technology, broadly shared materials and equipment, and other expenses relevant to multiple courses in a program. A curricular fee can be assessed as a per-credit-hour fee or predetermined flat fee. Curricular fees may be approved and implemented if they meet any of the following conditions:

- Expendable curricular costs (e.g., computer hardware and software, networking components, cameras, projectors and recorders, maintenance fees, sound equipment, musical instruments, laboratory equipment)
- Personnel costs associated with curriculum support (e.g., technical staff support and training course development)
- Gross anatomy program support

- Student progress assessments, clinical or practical skills assessments, and standardized patient costs
- Supplemental instruction programs
- Support of program research requirements and student travel to present research
- Medical education computer support including provision of tutorial and standardized patient computer interfaces (HSC only)
- Develop, install, and maintain technology capabilities in lecture halls and classrooms

Curricular Fees may not be used to fund any of the following costs:

- Administrative equipment and supplies
- Faculty and staff computers, equipment, and general non-program-specific software
- Equipment not used by or accessible to students
- Facilities remodeling other than for classrooms and instructional labs
- Regular classroom materials and supplies
- Scholarships (except for the Music Department)
- Travel costs for faculty and staff (except when related to program-specific field trips or HSC clinical experiences)

### **3.3. Payment of Course Fees**

Approved fees are collected by the University Cashier Department. Academic departments are not authorized to collect course fees directly from students. Course fees are refunded according to Section 2.9. herein. Departmental requests to waive all or part of a course fee must be sent to the Bursar's Office. The request must include a justification for the waiver.

### **3.4. Authorization to Assess Course Fees**

Assessment of course fees requires the approval of the Provost or the Chancellor for Health Sciences for HSC courses. Requests for all course fees must be reviewed and approved by the appropriate dean or branch director prior to submission to the Provost or Chancellor, as applicable, for approval. Repeated approval is not required each semester unless a change in the fee, course title, or index number is needed.

### **3.5. Publication of Course Fees**

All course fees, along with a brief rationale, must be published in the "[Schedule of Classes.](#)"

### **3.6. Review of Course Fees**

Colleges, schools, and departments must review course fees at least every two (2) years to ensure that expenses are allowable, allocable, reasonable, and timely. The Provost's Office or Chancellor for Health Sciences will submit summary findings of these reviews annually to the Board of Regents.

### **3.7. Accountability to Students**

Students may submit a written request to the School or College the fee resides under requesting accountability of course fees assessed. The request should state the specific fee and in the case of class fees the specific course number and semester. The School or College will respond to the student as soon as possible but no later than sixty (60) days after receipt of the request.





MEMORANDUM

TO: Associate Provost for Academic Affairs/Chancellor of Health Sciences  
Office of the Provost and EVP for Academic Affairs/VP for Health Sciences

DATE:

FROM: *(Enter: Dean, Executive Director)*  
*(Enter: School/College)*

RE: **Course Fee Proposal**

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Please answer the following questions and provide any additional documentation that will support this proposal.

- Is this course fee a curriculum or class fee (see policy UAP 8210)?
- Reason for the new/revised fee.
- Have you paid for the expense in the past? How?
- What impact on the students/enrollments will this new/revised fee have?
- How have you communicated the proposed fee to the students? Please explain your process and provide contact information for the college/school.

My signature below confirms that I have read UAP 8210 and understand its requirements (<http://policy.unm.edu/university-policies/8000/8210.html>) as it relates to class and curriculum fees. Course Fee Approval Form and appropriate back-up documentation are attached to this request. I also maintain that the uses of these class and curriculum fees are integral to our ability to provide a flagship-level education to our students.

\_\_\_\_\_  
Dean/Executive Director Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**INSTRUCTIONS:**

For information regarding the creation of new fees as well as changes to existing fees can found in the UNM Policy 8210 available on the UNM Policy website <http://policy.unm.edu/university-policies/8000/8210.html>.

All requests for fee increases or new fees must be fully justified financially by matching projected fee revenues to the purposes specified. Examples and blank budget forms are provided on the attached sheet. If fees will be used for repair or replacement of equipment please attach a depreciation schedule found on the Provost Office website <http://www.unm.edu/~acadaffr/budget-planning/course-fees.html>. Feel free to modify or use additional budget forms as necessary.

<b>Deadlines for receipt of requests:</b>	
Spring	First week of September
Summer	Last week of February
Fall	Last week of February

<b>Please identify: Class Fee or Curriculum Fee (see 8210 policy)</b>					<b>Dept. Contact Person:</b>					
<b>Department:</b>			<b>Mail Stop Code:</b>		<b>Email:</b>					
<b>Index Number:</b>			<b>Program Code:</b>		<b>Telephone Number:</b>					
Subject Code & Course Number	Does fee apply to all sections?	If fee is section specific, provide section #	Course Title	Effective Term	End Term (If applicable)	If cross-listed, will equal fees be assessed for all courses in the cross-list?	Current Course Fee	New/ Revised Course Fee	Index/account code (10 digits)-	Detail Code (Bursar's use only)

<b>REQUIRED APPROVAL SIGNATURES</b>		
Chair _____ _/ _/ _	Dean / Director _____ _/ _/ _	<b>Approved</b> _____ _/ _/ _ Provost for Academic Affairs
Chair (if cross-listed) _____ _/ _/ _	Dean / Director (if cross-listed) _____ _/ _/ _	<b>FOR BURSAR'S OFFICE ONLY</b> Processed By _____ _/ _/ _
Chair (if cross-listed) _____ _/ _/ _	Dean / Director (if cross-listed) _____ _/ _/ _	<b>FOR OFFICE OF THE REGISTRAR ONLY</b> Processed By _____ _/ _/ _

**Sample course fee budget per student**  
**Art Studio 100**

Proposed fee		30.00
Description	Drawing materials	
Projected expenses		
	5 pencils @ 2.00/ea	10.00
	4 drawing tablets @ 5.00/ea.	20.00
Total projected expenses per student		30.00

**Sample course fee budget per section**  
**Biology 100**

Proposed fee		20.00
Description	Lab supplies and equipment	
Projected enrollment		25
Projected revenue		500.00
Projected expenses		
	500 microscope slides (10/student)	100.00
	2 microscopes (1/10 <sup>th</sup> of cost of \$1,000 @ 10 yr. replacement cycle)	200.00
	Cultures	200.00
Total projected expenses per section		500.00

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

<b><i>Course fee budget</i></b>		
<b>Section:</b>		
	Description	Amount
Proposed fee		
Projected enrollment		
Projected revenue		
Projected expenses		
Total projected expenses		

**Academic Course Fee Review  
Fiscal Year 2013 and Fiscal Year 2014**

**College of Arts and Sciences**  
**College of Education**  
**School of Architecture and Planning**  
**School of Engineering**  
**School of Public Administration**  
**University Libraries and Learning Sciences (1)**

School/College:	Summary of Main Campus Units (listed above)	
	FY13 - Actuals	FY14- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 2,025,710	\$ 2,066,054
OA5 - Sales & Services	\$ 21,904	\$ 21,862
OA6 - Other Operating Revenue	\$ 41,803	\$ 63,409
OS1 - Transfers		
11A0 - Transfer to Research	(9,468)	-
11C0 - Transfer From Research	19,365	1,473
11F0 - Transfer From Public Service	6,978	-
1240 - Transfer To Plant Fund Minor	(318,428)	(210,029)
1260 - Transfer from Plant Fund Minor	10,634	-
OV1 - Allocations	(34,233)	(6,000)
OZ1 - Reserves	626,306	820,208
<b>TOTAL REVENUE</b>	<b>\$ 2,390,572</b>	<b>\$ 2,756,978</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 133,957	\$ 158,822
OG1 - Payroll Benefits	\$ 17,600	\$ 23,614
OJ1 - Supplies	\$ 955,911	\$ 1,021,834
OJ2 - Travel	\$ 40,910	\$ 60,840
OJ3 - Student Costs	\$ 9,220	\$ 1,625
OJ5 - Patient Care Costs	\$ 857	\$ -
OJ6 - Communication Charges	\$ 2,924	\$ 18,955
OJ7 - Services	\$ 58,672	\$ 134,671
OJ8 - Plant Maintenance	\$ 301,255	\$ 183,769
OJ9 - Utilities	\$ 102	\$ -
OJA - Other Expense	\$ 17,911	\$ 24,512
OM1 - Capital Expenditures	\$ 43,842	\$ 48,281
<b>TOTAL EXPENSE</b>	<b>\$ 1,583,161</b>	<b>\$ 1,676,924</b>
<b>RESERVES</b>	<b>\$ 807,411</b>	<b>\$ 1,080,054 (2)</b>

(1) University Libraries and Learning Sciences did not have course fees in FY13 and FY14.

(2) Majority of reserves are from School of Engineering and College of Arts and Sciences. These reserves are primarily used for equipment replacement and lab maintenance, which will be used over multiple years.

**Review of Course Fees  
Fiscal Year 2013 and Fiscal Year 2014**
**School/College:**
**College of Arts & Sciences**

	FY13 - Actuals	FY14- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 863,799	\$ 968,848
OA5 - Sales & Services	2,158	4,368
OA6 - Other Operating Revenue	1,578	22,403
OS1 - Transfers		
11A0 - Transfer to Research	(9,468)	-
11C0 - Transfer From Research	19,365	1,473
11F0 - Transfer From Public Service	6,978	-
1240 - Transfer To Plant Fund Minor	(130,201)	(160,889)
1260 - Transfer from Plant Fund Minor	10,634	-
OV1 - Allocations	(34,263)	-
OZ1 - Reserves	168,381	213,803
<b>TOTAL REVENUE</b>	<b>\$ 898,961</b>	<b>\$ 1,050,007</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 21,587	\$ 48,275
OG1 - Payroll Benefits	8,964	15,462
OJ1 - Supplies	508,743	478,114
OJ2 - Travel	37,586	57,140
OJ3 - Student Costs	3,529	674
OJ5 - Patient Care Costs	857	-
OJ6 - Communication Charges	622	11,306
OJ7 - Services	53,012	83,315
OJ8 - Plant Maintenance	38,215	44,347
OJ9 - Utilities	102	-
OJA - Other Expense	6,758	11,406
OM1 - Capital Expenditures	2,963	27,776
<b>TOTAL EXPENSE</b>	<b>\$ 682,937</b>	<b>\$ 777,816</b>
<b>RESERVES</b>	<b>\$ 216,023</b>	<b>\$ 272,191</b>

**Review of Course Fees**
**Fiscal Year 2013 and Fiscal Year 2014**
**School/College:**
**College of Education**

	<b>FY13 - Actuals</b>	<b>FY14- Actuals</b>
<b>REVENUE</b>		
OA2 - Student Fees	\$ 429,355	\$ 329,845
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
1240 - Transfer To Plant Fund Minor	-	-
1280 - Transfer to Plant Fund Major	-	-
OV1 - Allocations	30	-
OZ1 - Reserves	34,296	107,574
<b>TOTAL REVENUE</b>	<b>\$ 463,681</b>	<b>\$ 437,419</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 52,001	\$ 50,689
OG1 - Payroll Benefits	341	464
OJ1 - Supplies	70,850	84,112
OJ2 - Travel	-	-
OJ3 - Student Costs	2,369	888
OJ5 - Patient Care Costs		
OJ6 - Communication Charges	-	-
OJ7 - Services	2,175	45,455
OJ8 - Plant Maintenance	239,428	126,028
OJ9 - Utilities	-	-
OJA - Other Expense	3,944	4,001
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ 371,107</b>	<b>\$ 311,638</b>
<b>RESERVES</b>	<b>\$ 92,573</b>	<b>\$ 125,781</b>

**Review of Course Fees**  
**Fiscal Year 2013 and Fiscal Year 2014**

School/College:	School of Architecture & Planning	
	FY13 - Actuals	FY14- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 234,586	\$ 220,131
OA5 - Sales & Services	18,941	17,494
OA6 - Other Operating Revenue	40,160	40,956
OS1 - Transfers		
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
1240 - Transfer To Plant Fund Minor	(66,560)	(10,000)
1280 - Transfer to Plant Fund Major	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	9,621	25,830
<b>TOTAL REVENUE</b>	<b>\$ 236,748</b>	<b>\$ 294,411</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ 60,369	\$ 54,858
OG1 - Payroll Benefits	8,295	7,327
OJ1 - Supplies	123,905	140,658
OJ2 - Travel	1,744	-
OJ3 - Student Costs	-	-
OJ5 - Patient Care Costs	-	-
OJ6 - Communication Charges	-	547
OJ7 - Services	143	560
OJ8 - Plant Maintenance	14,537	7,637
OJ9 - Utilities	-	-
OJA - Other Expense	1,926	2,657
OM1 - Capital Expenditures	-	7,020
<b>TOTAL EXPENSE</b>	<b>\$ 210,918</b>	<b>\$ 221,264</b>
<b>RESERVES</b>	<b>\$ 25,830</b>	<b>\$ 73,146</b>

**Review of Course Fees**  
**Fiscal Year 2013 and Fiscal Year 2014**
**School/College:**
**School of Engineering**
**FY13 - Actuals**
**FY14- Actuals**
**REVENUE**

OA2 - Student Fees	\$ 482,265	\$ 530,340
OA5 - Sales & Services	805	-
OA6 - Other Operating Revenue	65	50
OS1 - Transfers		
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
1240 - Transfer To Plant Fund Minor	(121,666)	(39,140)
1280 - Transfer to Plant Fund Major	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	413,321	473,121
<b>TOTAL REVENUE</b>	<b>\$ 774,790</b>	<b>\$ 964,371</b>

**EXPENSES**

OF1 - Salaries	\$ -	\$ 5,000
OG1 - Payroll Benefits	-	361
OJ1 - Supplies	243,732	316,621
OJ2 - Travel	296	2,155
OJ3 - Student Costs	2,374	-
OJ5 - Patient Care Costs	-	-
OJ6 - Communication Charges	2,302	7,102
OJ7 - Services	2,164	3,772
OJ8 - Plant Maintenance	4,848	787
OJ9 - Utilities	-	-
OJA - Other Expense	5,089	6,292
OM1 - Capital Expenditures	40,879	13,485
<b>TOTAL EXPENSE</b>	<b>\$ 301,686</b>	<b>\$ 355,574</b>

**RESERVES** \$ 473,104

**RESERVES** \$ 608,797



**Review of Course Fees**
**Fiscal Year 2013 and Fiscal Year 2014**

School/College:	School of Public Administration	
	FY13 - Actuals	FY14- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ 15,705	\$ 16,890
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
1240 - Transfer To Plant Fund Minor	-	-
1280 - Transfer to Plant Fund Major	-	-
OV1 - Allocations	-	(6,000)
OZ1 - Reserves	688	(120)
<b>TOTAL REVENUE</b>	<b>\$ 16,393</b>	<b>\$ 10,770</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ -	\$ -
OG1 - Payroll Benefits	-	-
OJ1 - Supplies	8,680	2,328
OJ2 - Travel	1,284	1,544
OJ3 - Student Costs	948	63
OJ5 - Patient Care Costs	-	-
OJ6 - Communication Charges	-	-
OJ7 - Services	1,179	1,568
OJ8 - Plant Maintenance	4,227	4,971
OJ9 - Utilities	-	-
OJA - Other Expense	195	156
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ 16,513</b>	<b>\$ 10,631</b>
<b>RESERVES</b>	<b>\$ (120)</b>	<b>\$ 140</b>

**Review of Course Fees**  
**Fiscal Year 2013 and Fiscal Year 2014**

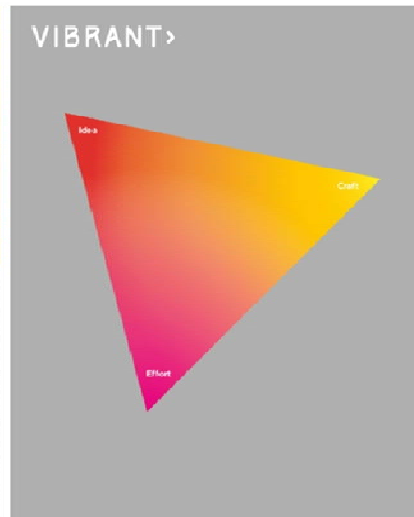
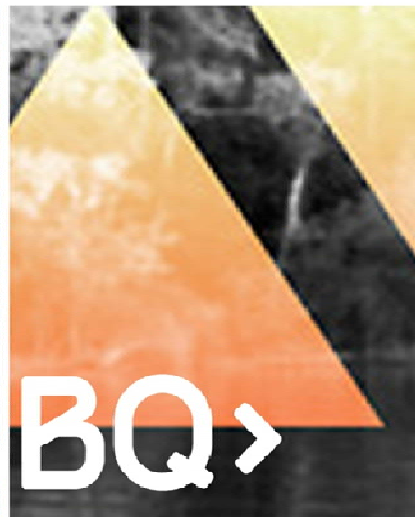
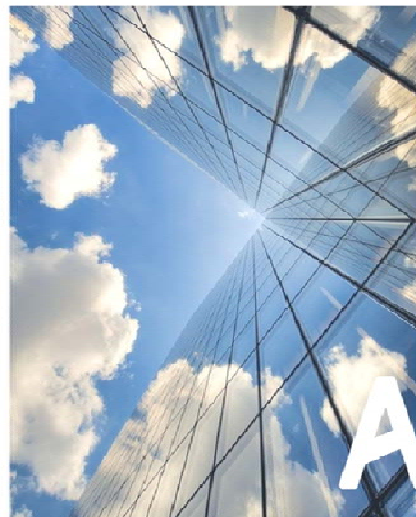
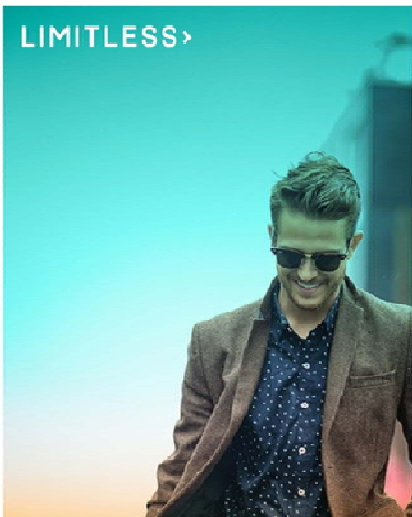
School/College:	University Libraries and Learning Sciences (1)	
	FY13 - Actuals	FY14- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ -	\$ -
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
1240 - Transfer To Plant Fund Minor	-	-
1280 - Transfer to Plant Fund Major	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ -	\$ -
OG1 - Payroll Benefits	-	-
OJ1 - Supplies	-	-
OJ2 - Travel	-	-
OJ3 - Student Costs	-	-
OJ5 - Patient Care Costs	-	-
OJ6 - Communication Charges	-	-
OJ7 - Services	-	-
OJ8 - Plant Maintenance	-	-
OJ9 - Utilities	-	-
OJA - Other Expense	-	-
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ -</b>
<b>RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>

(1) University Libraries and Learning Sciences did not have course fees in FY13 and FY14.

**Review of Course Fees**  
**Fiscal Year 2013 and Fiscal Year 2014**

School/College:	Los Alamos Branch Campus (1)	
	FY13 - Actuals	FY14- Actuals
<b>REVENUE</b>		
OA2 - Student Fees	\$ -	\$ -
OA5 - Sales & Services	-	-
OA6 - Other Operating Revenue	-	-
OS1 - Transfers		
11E0 - Transfer to Public Service	-	-
11F0 - Transfer From Public Service	-	-
1240 - Transfer To Plant Fund Minor	-	-
1280 - Transfer to Plant Fund Major	-	-
OV1 - Allocations	-	-
OZ1 - Reserves	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENSES</b>		
OF1 - Salaries	\$ -	\$ -
OG1 - Payroll Benefits	-	-
OJ1 - Supplies	-	-
OJ2 - Travel	-	-
OJ3 - Student Costs	-	-
OJ5 - Patient Care Costs	-	-
OJ6 - Communication Charges	-	-
OJ7 - Services	-	-
OJ8 - Plant Maintenance	-	-
OJ9 - Utilities	-	-
OJA - Other Expense	-	-
OM1 - Capital Expenditures	-	-
<b>TOTAL EXPENSE</b>	<b>\$ -</b>	<b>\$ -</b>
<b>RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>

(1) Los Alamos Branch Campus did not have course fees in FY13 and FY14.




## **Innovation Academy Status Report**

Carol Parker | UNM Senior Vice Provost

[cparker@unm.edu](mailto:cparker@unm.edu)

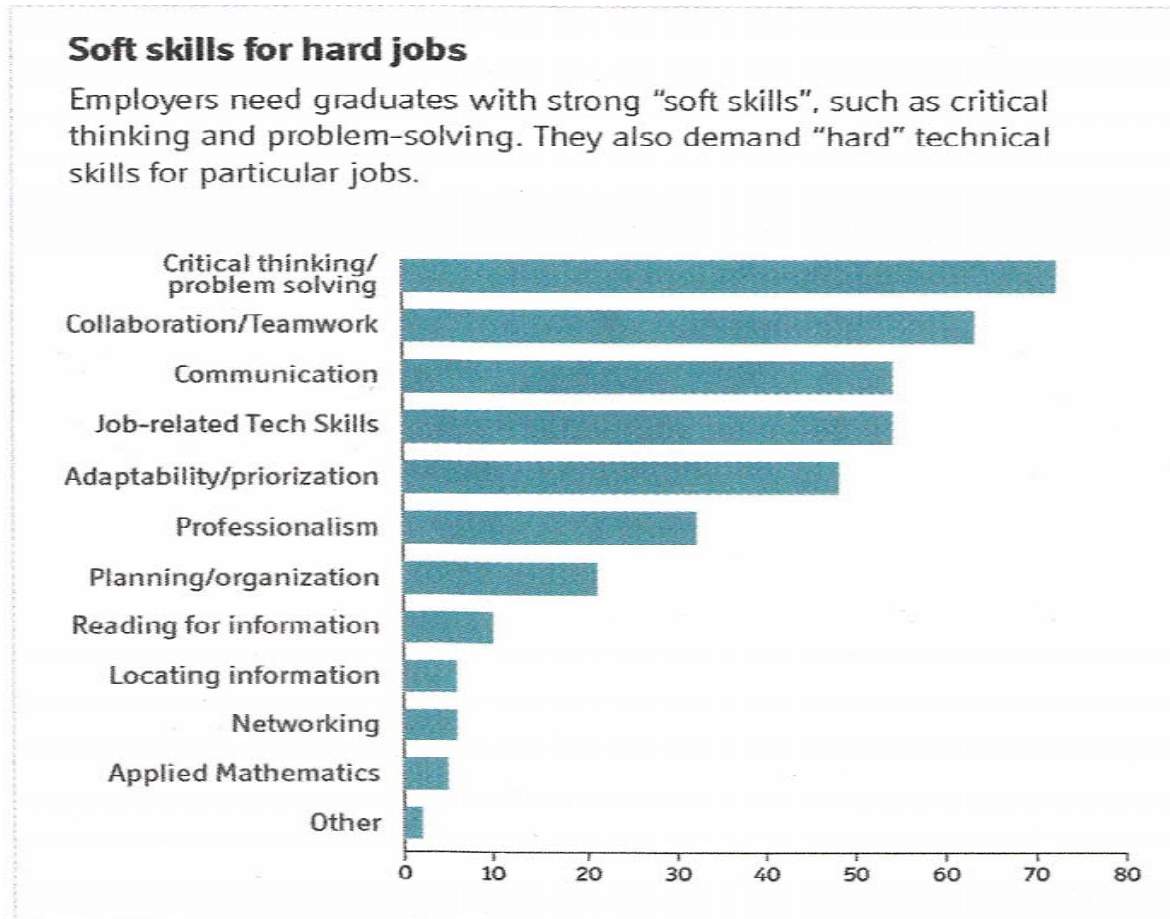
December 4, 2014

# What is UNM's Innovation Academy?

- 1 Special courses/tracks ensure UNM students acquire skills needed to succeed in the knowledge economy
  - 2 UNM students solve societal problems and establish new businesses to contribute to local economic development
- 

# Skills Students Need to Succeed in the World of Work.

Source, Economist Intelligence Unit report: *Closing the skills gap: companies and colleges collaborating for change* (2014)



# Can Creativity, Critical Thinking and Problem Solving be Taught?



Where Do Good  
Ideas Come From?

*Innovation Academy*

› **Framework for  
Student Success**

Entrepreneurship Minor  
and Student Start Ups  
Contribute to Economic  
Development

Multi-Disciplinary  
Experiential  
Real World Learning  
Develops Problem-Solving  
Skills




A person is shown from the back, looking at a computer monitor. The room is dimly lit, with light coming from the monitor and a window in the background. The person's hair is dark and slightly messy. The monitor displays a blue screen. The overall mood is focused and professional.

KINETIC >

# Problem Solving Skill Development

# Innovation Academy Courses. A Pedagogy not Just a Place.

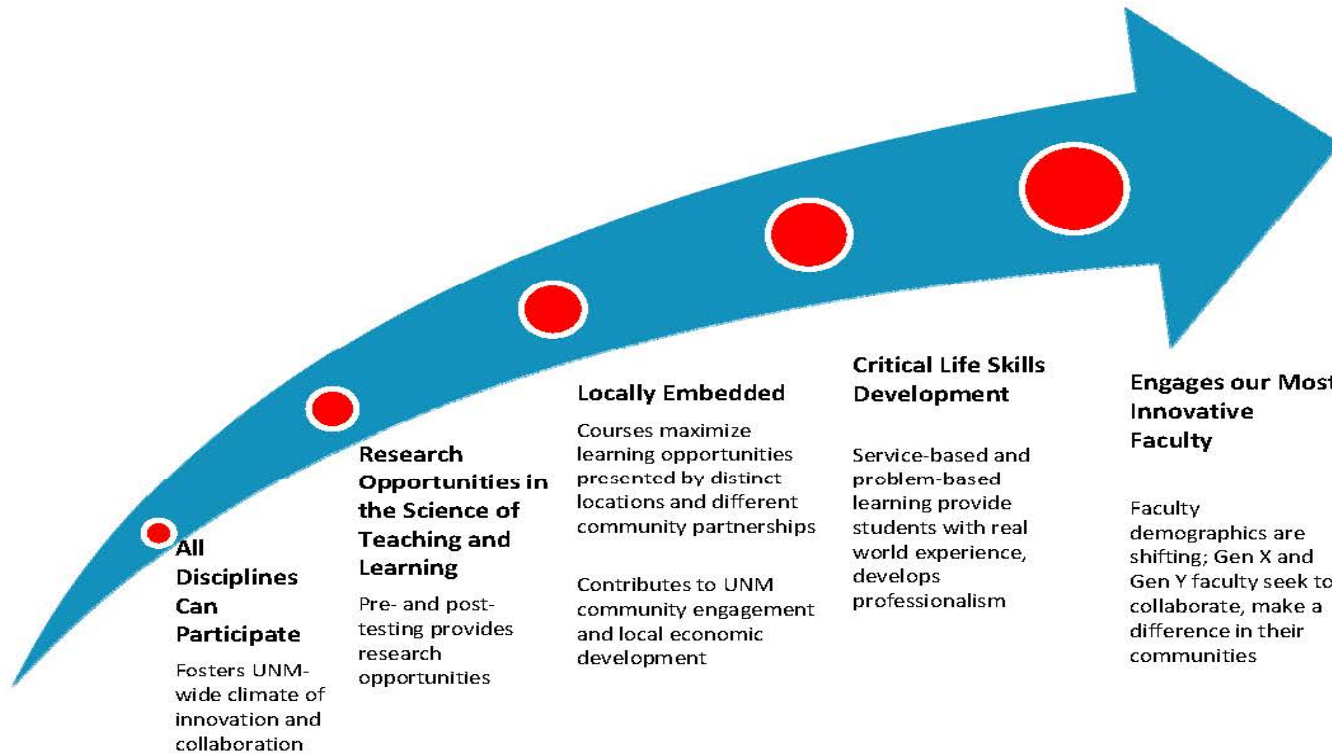
## Problem Solving Skill Development

- Multi-disciplinary learning opportunities enhance creativity, critical thinking and problem solving
  - Students work collaboratively to solve real problems drawn from local businesses, non-profits and government
  - Some of their solutions will create new businesses, others will solve societal problems
  - All disciplines can participate
  - Pre- and post-testing assesses course effectiveness at enhancing creativity, critical thinking and problem solving skills
- 

# Proposed Pilot Projects.

- Innovative Design Clinic
  - Diplomacy Lab
  - Technology Entrepreneurship
  - Photonics in Medicine
  - Built Environment Solutions for Community Health
  - Shark Tank Talks
  - Futures Design Lab
  - Urban Ecologies
  - Etc.
- 

# › Innovation Academy Courses. A Pedagogy. Not Just a Place.



Innovation Academy Courses offer multi-disciplinary learning opportunities; participation is noted on transcript and highlighted in individual portfolios

Students work collaboratively to solve real problems drawn from the local community in partnership with local businesses, non-profits and government; some of their solutions will create new businesses

All disciplines can participate; pilot programs already underway

Multiple locations: InnovateABQ; HSC; South Campus; STC; Arts Lab; ABQ+UNM Citi Lab


Pre- and post-testing assesses whether the course enhanced creativity, critical thinking and problem solving skills

CONNECTED >

# Entrepreneurship Minor and Student Start Up Incubation

# “Baccalaureate, Inc.”

## Entrepreneurship Minor and Student Incubator

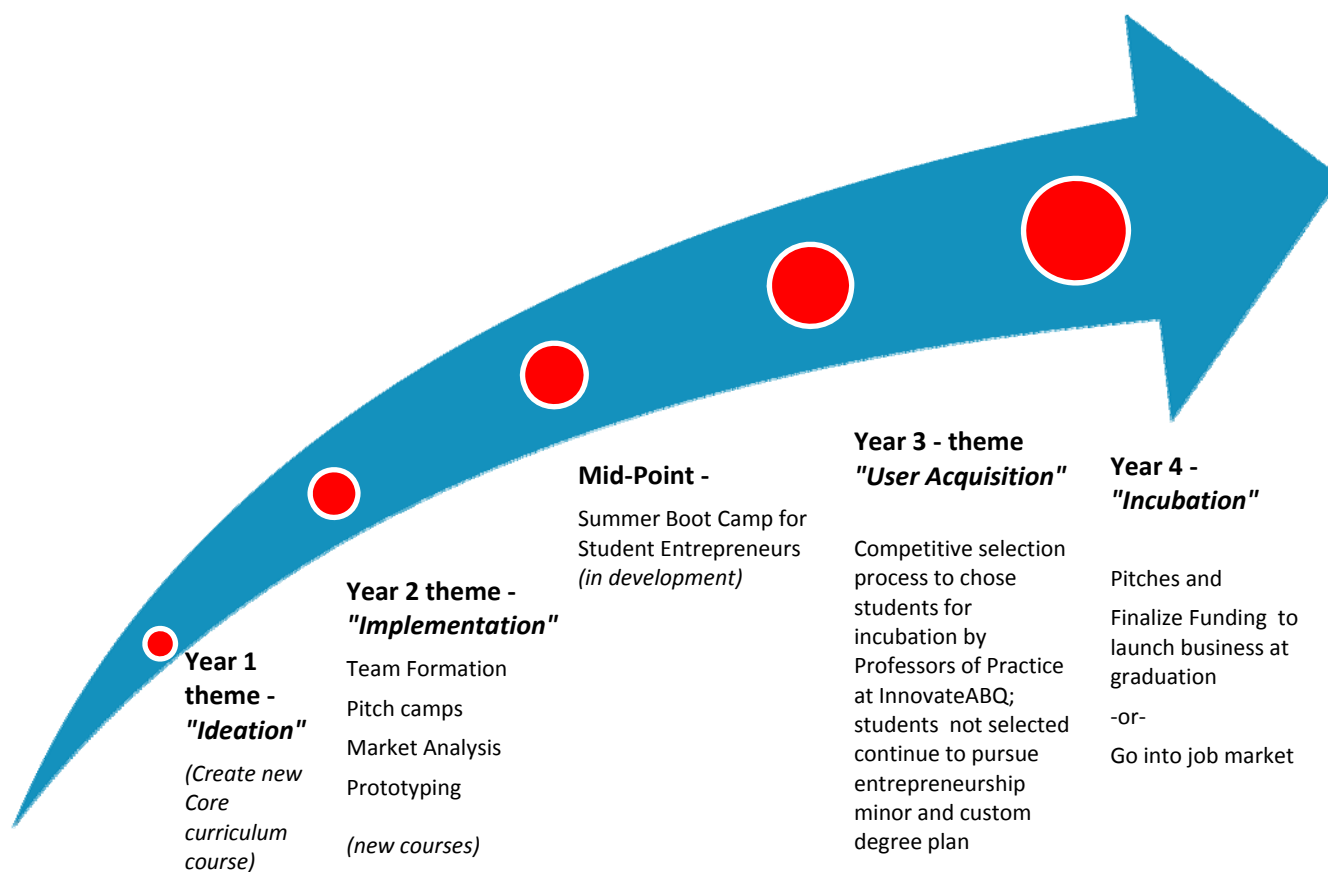
- Uses existing BLA inter-disciplinary degree framework—no new approvals necessary
  - Students create custom plan of study built on ASM’s Entrepreneurship Concentration plus two other minors from other disciplines, e.g., fine arts, design, business, engineering, journalism, health sciences, etc.
  - Students’ ‘homework’ is applied to starting actual business under guidance of professors of practice working at the **InnovateABQ** site (competitive selection for incubation)
  - Students launch business at graduation (or go into job market if not selected for incubator component)
- 

# “Baccalaureate, Inc.”

## Some Existing ASM Entrepreneurship Courses

- New Ventures Strategies
  - Professional Selling
  - Managing and Operating Small, Growing Businesses
  - Entrepreneurial Studies Elective
  - Entrepreneurial Financing Seminar
  - New Venture Creation
  - International Entrepreneurship
  - Etc.
- 

# > Entrepreneurship Minor and Student Start Up Incubation



Ground-breaking incorporation of business incubation techniques within Baccalaureate degree program; students 'homework' is applied to starting their own business under the guidance of professors of practice working at InnovateABQ site.

**Students launch business at the time of graduation.**

Uses existing inter-disciplinary BLA degree framework; students create custom plan of study built on ASM's Entrepreneurship concentration plus two other minors, eg, fine arts, design, business, engineering, health sciences, journalism, public policy, etc.

<http://bus.unm.edu/bla-major/index.html>

<http://bba.mgt.unm.edu/checklists/entrepreneurship/after2011.pdf>



# Planning Process and Timeline.

- 1 Spring Semester 2014
    - Brainstorming (academics and community members) -- DONE
  - 2 Fall Semester 2014
    - Framework creation and resource identification -- DONE
  - 3 Spring Semester 2015
    - Hire new Director
    - Student recruitment (initially small cohort)
    - Continued pilot course development
  - 4 Fall Semester 2015
    - Implementation
  - 5 Spring Semester 2016
    - InnovateABQ site becomes available
- 

INNOVATE >

ABOQ >

Innovation Academy

**A Pedagogy. Not Just a Place.**