



Board of Regents Meeting
Meeting Date: December 2, 2020
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Presented By: Roy Collins III, J.D.
General Counsel

Agenda Item: Summary of Revisions to the Administrative Rules and Procedures of NMSU (ARP) for the period September 9, 2020 through December 2, 2020.

Requested Action of the Board of Regents: N/A. Information only.

Executive Summary:

In accordance with ARP 1.10, the attached report gives a brief synopsis for each revision to the Administrative Rules and Procedures of NMSU (ARP) approved by the Chancellor during the above-referenced time period.

References:

Rule 1.10, Part 6 G. 3. provides that a summary of the revisions to the ARP will be submitted as an informational item for the Board's regular meetings.

Prior Approvals:

N/A

Agenda Item Approved By:

Roy Collins III, J.D.
General Counsel

25 November 2020
Date



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INFORMATIONAL REPORT: SUMMARY OF ARP REVISIONS 09/09/2020– 12/02/2020

Revisions to the Administrative Rules and Procedures of NMSU (ARP) (<https://arp.nmsu.edu>) are developed by the relevant stakeholders, reviewed by other university constituencies as appropriate and vetted by the University Administrative Council, advisory to the chancellor. Occasionally, as warranted by the circumstances, the chancellor also may implement or revise the administrative rules on a provisional basis, pending such review. Additionally, non-substantive revisions periodically reformat, update or correct, as part of regular ARP maintenance and without the above formal approval processes. (e.g. updates to job titles or office names, correcting typographical errors or hyperlinks, adding cross references). This report is submitted pursuant to ARP 1.10 (Part 6 G. 3.) to summarize the revisions made to the ARP during the period September 9, 2020 through December 2, 2020.

1. [ARP 4.81 – Degrees, Majors, Minors and Other Academic Programs of Student](#) was amended October 13, 2020 as proposed in Faculty Senate Proposition 03-20/21, as a first step toward streamlining the review process for curricular credentials reflected in ARP 4.81 Appendices A and B. The amendment consolidates the review of the Academic Deans Council, Associate Deans Academic Council and Faculty Senate into a new representative committee, the University Program Academic Committee (UPAC). The revised appendices may viewed at [Appendix – ARP 4.81 – A – Las Cruces Campus Approval Sequence for Curricular Credentials](#) and [Appendix – ARP 4.81 – B – Community College Approval Sequence for Curricular Credentials](#)
2. [ARP 6.41 – Joint Academic Appointments](#) was amended October 13, 2020 consistent with current practice to reflect that it is the Provost and SVP for Academic Affairs who oversees the review of faculty assigned to more than one department or college (joint academic appointments), rather than the Dean of the Graduate School.
3. [ARP 7.01 - Staff Compensation](#) was amended on October 13, 2020 after its previous provisional approval. The revisions: 1) authorize HRS as rule administrator to issue implementing Compensation Operational Guidelines to be published on its website (some of this content formerly in the rule was relocated there); 2) Remove of the provost from approval chain on personnel action relating to non-academic staff; 3) delete the end of probation pay increase for nonexempt employees, with a companion revision for consistency

within [ARP 9.01 – Staff Probationary Period](#); 4) clarify the provisions relating to appropriate deductions from pay; and 5) clarify that family medical leave is also an exception to the exclusions from eligibility for 3 year longevity pay increase. Additionally, as part of the restructuring revisions, former Part 11 (Unpaid Meal Periods-Rest Breaks) was merged into [ARP 6.85 – Staff Work Schedules](#) as a companion revision.

4. [ARP 9.01 - Staff Probationary Period](#) was amended October 13, 2020 to eliminate the requirement for advance notice to terminate at will probationary staff employees, with companion revision for consistency within [ARP 10.10 – Staff Disciplinary Action/Involuntary Termination](#).