


DATE: July 26, 2024

TO: Barbara Rodriguez, Senior Vice Provost for Academic Affairs
Akshay Sood, Health Sciences Interim Director for Faculty Affairs

FROM: Nancy D. Middlebrook, University Secretary 

RE: Application of the UNM Faculty Handbook Policy C180 "Special Administrative Components" for Faculty Governance Leaders for FY25

In support of faculty governance and in accordance with UNM's [Faculty Handbook Policy C180 "Special Administrative Components,"](#) the Office of the Provost and the Office of the Executive Vice President for Health Sciences allocates funding for a special administrative component (SAC) to be added to the contract of a faculty member elected or appointed to the following governance leadership positions. The amount of the SAC is based on the leadership level of the position and degree of impact on the institution. The SACs for the leaders of the Academic Freedom & Tenure Committee, most Faculty Senate positions (except where noted), and the Committee on Governance are administered by the Office of the University Secretary.

In addition to Special Administrative Components, some leaders may also be provided with course releases where noted. Course releases are handled through the appropriate academic unit. For those positions with course releases, the course replacement costs will be equivalent to the course pay rate posted on oap.unm.edu and will be provided directly to the faculty member's department. In the case that a single individual holds multiple positions that come with multiple course releases (e.g., two course releases for Faculty Senate President and one course release for Faculty Senate President-Elect), the individual will be granted no more than two course releases for their service in a fiscal year. Additional course releases do not accumulate. However, SACs for multiple positions held by a single individual will be honored.

Below is the current application of the policy provided to support and encourage leadership for key faculty governance positions for FY 25:

1. **Chair of the Academic Freedom and Tenure Committee (AF&T):** The faculty member elected to this position is provided with a \$10,000 SAC for the fiscal year of the appointment. The SAC supports the faculty member(s) in leading the committee to fulfill the responsibilities listed in Faculty Handbook Policies [A51 "Faculty Constitution"](#) and [B6 "Academic Freedom and Tenure."](#) The AF&T bylaws further define the duties of the Chair.
2. **Vice Chair of the Academic Freedom and Tenure Committee (AF&T):** The faculty member elected to this position is provided with a \$5000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in leading the committee to help fulfill the chair's responsibilities listed in Faculty Handbook Policies [A51 "Faculty Constitution"](#) and [B6 "Academic Freedom and Tenure."](#) The AF&T bylaws further define the duties of the Vice Chair.
3. **Faculty Senate President:** The faculty member elected to this position is provided with a \$10,000 SAC and two course releases for the fiscal year of the appointment. The SAC and course releases support the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policies [A51 "Faculty Constitution"](#) and [A60 "Faculty Senate Bylaws."](#)
4. **Faculty Senate President-Elect:** The faculty member elected to this position is provided with a \$5000 SAC for the fiscal year of the appointment. The Faculty Senate President-Elect *also receives* one course release during the fiscal year. The SAC and course release support the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A60 "Faculty Senate Bylaws."](#)

5. **Faculty Senate Past-President:** The faculty member elected to this position is provided with *either* a \$4000 SAC *or* a course release for the fiscal year of the appointment. The SAC or course release supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A60 “Faculty Senate Bylaws.”](#)
6. **Chair of the Faculty Senate Academic Council:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A61 “Academic Council.”](#)
7. **Chair of the Faculty Senate Athletic Council:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A62 “Athletic Council.”](#)
8. **Chair of the Faculty Senate Branch Community Colleges Council:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A68 “Branch Community Colleges Council.”](#)
9. **Chair of the Faculty Senate Business Council:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A63 “Business Council.”](#)
10. **Chair of the Faculty Senate Health Sciences Center Council:** The faculty member elected to this position is provided with an \$8000 SAC, *funded by the Health Sciences Center*, for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A64 “Health Sciences Center Council.”](#)
11. **Chair of the Faculty Senate Research and Creative Works Council:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A65 “Research and Creative Works Council.”](#)
12. **Chair of the Faculty Senate Curricula Committee:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A61.2 “Faculty Senate Curricula Committee \(FSCC\).”](#)
13. **Chair of the Faculty Senate Policy Committee:** The faculty member elected as chair of this committee is provided with a \$3000 SAC for the fiscal year of the appointment. If the committee elects co-chairs, the \$3000 SAC will be split between the co-chairs. The SAC supports the faculty member(s) in leading the committee to fulfill the responsibilities listed in Faculty Handbook Policies [A53 “Development and Approval of Faculty Policies”](#) and [A66 “Policy Committee.”](#)
14. **Chair of the Faculty Senate Research Allocations Committee:** The faculty member elected to this position is provided with a \$3000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policy [A65.2 “Research Allocations Committee.”](#)
15. **Chair of the Committee on Governance:** The faculty member elected to this position is provided with a \$6000 SAC for the fiscal year of the appointment. The SAC supports the faculty member in fulfilling the responsibilities listed in Faculty Handbook Policies [A51 “Faculty Constitution”](#) and [A52.2 “Committee on Governance.”](#)

Any requests for increases to existing SAC/course release amounts or the addition of new SACs/course releases paid to faculty members to support faculty governance activities must be submitted to the Provost or Executive Vice President for Health Sciences *in writing* for approval to secure additional funds.

cc: James Holloway, Provost and Executive Vice President for Academic Affairs
Douglas Ziedonis, Executive Vice President for Health Sciences