

## **PREFACE (as currently appears, November 2014)**

The University of New Mexico-Valencia Campus *Faculty Procedural Handbook* (hereafter referred to as the *UNM-Valencia Faculty Handbook*) is compiled in furtherance of and in accordance with the policies of the *University of New Mexico Faculty Handbook* and the University of New Mexico-Valencia Campus *Faculty Constitution*. The purpose of the handbook is to organize the regulations, procedures, and policies of UNM-Valencia Campus that apply to faculty. All regulations, procedures, and policies herein—not already established by the *UNM Faculty Handbook* or other established university policy—have been reviewed by the UNM-Valencia Faculty Handbook Committee (a Standing Committee of the Valencia Campus Faculty Assembly), the Faculty Assembly, and the UNM-Valencia Campus Administration. The purpose of the *UNM-Valencia Faculty Handbook* is to guide faculty members in the fulfillment of their teaching, service, and professional obligations, while clarifying their rights and freedoms.

## **PREFACE (proposed changes November 2014)**

The University of New Mexico-Valencia Campus *Faculty Procedural Handbook* (hereafter referred to as the *Valencia Campus Faculty Handbook*) is compiled in furtherance of and in accordance with the policies of the *University of New Mexico Faculty Handbook* and the University of New Mexico-Valencia Campus *Faculty Constitution* (hereafter referred to as the *Valencia Campus Faculty Constitution*). The scope of the *Valencia Campus Faculty Handbook* is established by the *Valencia Campus Faculty Constitution* Article 1, Section B (Rights and Responsibilities) and only as policies and procedures herein do not conflict with the Main Campus *UNM Faculty Handbook* and governing documents. The *Valencia Campus Faculty Handbook* shall take precedence in matters pertaining to faculty governance, delivery of instruction, faculty evaluation, and academic freedom. It is not the purpose of the *Valencia Campus Faculty Handbook* to serve as a manual of programmatic or divisional policies or procedures. The purpose of the handbook is to organize and clarify the regulations, procedures, and policies of UNM-Valencia that apply to all faculty at UNM-Valencia Campus and only to faculty at UNM-Valencia, not to faculty at other UNM campuses.

All regulations, procedures, and policies herein, not already established by the *UNM Faculty Handbook* or other established university policy, have been reviewed by the UNM-Valencia Faculty Handbook Committee (a Standing Committee of the UNM-Valencia Faculty Assembly), the UNM-Valencia Faculty Assembly, the UNM-Valencia Campus Administration, and the UNM Provost's Office. The purpose of the *Valencia Campus Faculty Handbook* is to serve as a guide to faculty members in the fulfillment of their teaching, service, and professional obligations, while clarifying their rights and freedoms. Each item in the *Valencia Campus Faculty Handbook* refers to policy, procedure, or information. Please note the distinction, as there will be some items copied here from the *UNM Faculty Handbook* as needed, or links will be provided to the pertinent sections. If there is inconsistency on informational items, the *UNM Faculty Handbook* will take precedence. It is important to note that UNM-Valencia Faculty Assembly (FAC), in consultation with UNM-Valencia administration and the UNM Provost's Office, can only decide policies or procedures that pertain to UNM-Valencia faculty and in the areas designated by the *Valencia Campus Faculty Constitution* Article 1, Section B (Rights and Responsibilities); under Subsection 1h of Section 1B, "general faculty welfare" includes faculty governance, delivery of instruction, faculty evaluation, and academic freedom.