

## M E M O R A N D U M

TO: President Manuel T. Pacheco

FROM: Kelly Brooks, ACAP Chair *KBrooks*

DATE: August 6, 2009

SUBJECT: ACAP Recommendation

At the July 9<sup>th</sup> meeting of the Advisory Council on Administrative Policy (ACAP), a resolution was passed to change the name of ACAP to the NMSU Employee Council. As this change requires a change to the ACAP Constitution, it requires that prior notice be made to the membership, approval of two-thirds of the membership, and Presidential approval to pass.

There have long been concerns that the ACAP name has contributed to confusion regarding the role that ACAP plays at NMSU and has hindered our efforts to attract employee involvement and input. As previously discussed with you and our ACAP Executive Committee at our meeting on June 9<sup>th</sup>, there is a perception that ACAP is a University Committee and not an elected body of employee representatives.

The prior notice required for this change was sent out to the membership on July 17, 2009. The official vote was taken via email on August 3, 2009 and received the two-thirds membership approval required.

As a result, I would like to request your approval of this name change. Your approval will allow this change to the ACAP constitution and officially change the name of this council to the **NMSU Employee Council**.

Thank you for your consideration of this change. If you would like to meet with me and/or the Executive Committee of ACAP for clarification on this issue, please don't hesitate to contact me. I would also like to extend a standing invitation to attend any of our meetings. We meet the second Thursday of each month at 3:00 pm. Our agendas and meeting locations are listed on our website: [www.nmsu.edu/~acap/](http://www.nmsu.edu/~acap/).

/klb

*Name change approved  
MP  
8-10-09*

ADVISORY COUNCIL  
**ACAP**  
ON ADMINISTRATIVE POLICY

