

**ADAC Meeting**  
 2 Hours, /9/13  
 Colfax Room 210, Corbett Center

<b>Type of meeting:</b> Regular <b>Facilitator:</b> Norice Lee <b>Note taker:</b> Norice Lee	<b>Attending:</b> Gerard Nevarez (Guest); Liz Ellis; Terry Cook; Pam Jeffries; Debra Teachman; Beth Pollack; Stuart Munson-McGee; Jim O'Donnell; Shelly Stovall; Monica Torres; Donna Alden; Greg Fant; Donna Wagner; Lisa Bond-Maupin; Jim Libbin; Norice Lee
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Time Alloted (mins)	Topics
05	Approval of Minutes – 8/26/2013

Discussion:

Conclusions: Minutes approved as revised.

	Person responsible:	Deadline:
15	Faculty Senate Update	Munson-McGee

- Updates: Currently in Faculty Senate—Program name change to Public Health Sciences.
- “C or better change” in the undergraduate catalog is not as easy as first believed. There are also “B or better” issues in the catalog. The way it’s implemented in Banner is that there are separate grade and numerical tables. In Banner, C, C-, or C+ are encoded together (separate from gpa). Should other #s in Banner be discrete? Right now you can’t differentiate. Teachman was on Banner Committee (policies) and there is a related rule that a student can’t repeat a course unless D or F. If we say a C- is not okay, then the table(s) need to be updated. Pollack stated that general education (gen ed) issues also come into play. State gen ed requires “D”, but NMSU requires “C”. We have to accept those “Ds” for transfer students. Ellis, mentioned illegal repeats (when they have a C). Illegal repeats are factored into gpa first time, but not second. C, C+, or C- are the same as far as gpa. Banner modifications may need to be made. Munson—Still consensus with group that we want to take care of “C or better” in catalog? Teachman--we want to be careful to not treat students inequity. Munson McGee—Will proceed with writing the proposal as “C- or better” and then leave it to programs/departments/colleges to make any needed catalog edits. Stovall and Cooper—have to be very careful about transparency and accreditation. O’Donnell asked why we don’t just get rid of C- since there’s no gpa impact? Bond Maupin—what conclusions were made previously? Stuart—told Faculty Senate that he would have something to them w/in a month. Maestas said that some instructors here don’t use “minus” Stuart, self-instructions: Fix tables and update catalog to read "C-" or better and then areas work with Registrar as needed for exceptions. Alden—a C-, then, would allow for progress (acceptable completion)—answer, yes. Pollack—Faculty can chose fractional grading or not, but it has to be in syllabus. Libbin—agrees with Stuart that it needs to be explicit. Chair of Faculty Senate will ask a Subcommittee to look at and recommend, and then it would come back to ADAC, and back to Faculty Senate for approval.

20	Title IX; Service Animals on Campus	Nevarez (Guest)
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- Title IX (Office for Civil Rights, Dept. of Education)—Nevarez asked that we post flyers. He can send e-files for posting. The government is watching Universities closely. There is a Title IX training available on campus to provide basic information for people of “authority” who are responsible for reporting any observed infractions.
- NMSU doesn't have a Service Animal policy to guide us, but they are working on one. An informational handout was provided. Animals don't have to be registered on campus for access anywhere, with the exception of specialized areas (e.g. nuclear labs). Carol Brown had previously sent out a link to the ADA document. There are only two allowable questions: (1) is the dog, a service animal, required because of a disability, and (2) what work or task has the dog been trained to perform (see p. 2 of handout). Please don't send or refer individuals to Accessibility Services because they don't have to be registered to have service animals on campus.

15	Housekeeping	Lee
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- CAF approval day—November 11<sup>th</sup> is preference
- AP meeting 9/16 (AP/Cambridge/Capstone & summary report). Greg will follow up with Carmen, but there are folks planning on attending. Informational items available at back of room.

Action items: Contact Jacobo re: CAF approval day	Person responsible: Norice	Deadline: asap
25	EAB Report; Course Alignment, Renumbering	Fant
<ul style="list-style-type: none"> <li>• Education Advisory Board report (EAB)—heads up that it will be emailed.</li> <li>• Please share DE best practices with faculty. Fant will send document out.</li> <li>• Alignment: Handout provided on <i>Courses taught on multiple campuses</i> (he'll also send e-copy). Fant will handle on a college-by-college basis. This will help facilitate conversation, system-wide planning, and learning outcomes. No Summit in the spring, but instead there will be conversation on this issue. Faculty will have a four hour block to work on this task. Follow-up work and support will be accomplished with ITV. Will also share with CC VPs and Presidents. Alden—standardized syllabus? Fant—no but shared learning outcomes to promote successful transfer and completion. There will be faculty representative to work on this, ideally all faculty would participated but this is not realistic to expect. O'Donnell—if this work has already been done, then it's done (learning objectives)? Fant—yes. Ellis—Problem for Business College, there are broader state-wide issues. Ellis said in the past they wanted higher-level objectives, but they were the minority so didn't have a strong enough voice. Ellis continued—Is it a vote? There is no arbitrator, no framework and it's not an easy task. Ellis/Fant—having a facilitator representing the system would be very helpful. Fant—this activity helps create conversation paths to keep people talking. Ellis—there were differences in opinions between 2- and 4-year colleges that essentially led to non- or de-articulation.</li> <li>• Renumbering: President Carruthers will be talking to the Council of University Presidents. First step, add state common core numbers to course numbers. Label w/in banner to match up common core with course numbers. Working with Registrar, they would provide Deans with proposal. Questions arose on how to handle “G” and “V” designations in working through this process. A credit hour number would be added to the end of #, and the first # would indicate freshman, sophomore, etc. This is a change from the State plan that designated a meaning for every digit. Special designations are used heavily by advisors at NMSU-A (because of so many transfers, gen ed students).</li> </ul>		
10	Huron Report Draft Response	Alden
<ul style="list-style-type: none"> <li>• Handout provided. As stated in the draft report, "This response is specific to the issues addressed in the Huron Report. It is not a response to issues related to distance education at large." Feedback was garnered ADAC members. To do: Review to see if we want it to go forward and/or in a revised state; or let it alone. Get back to Donna re: any revision. She will send out an e-copy. There will be diverse views and that's okay. Perhaps this report should address what we should and shouldn't do re: DE?</li> <li>• Question to Fant from Bond-Maupin—Where are we headed in general regarding online teaching at NMSU as a whole? Will there be overarching guidance? Incentives? Provost and President Carruthers are working with Angela on the latter. Provost recognizes the strains that recent budget cuts have caused and is seeking to find other ways to incentive development. Wagner/Fant: There are no more DE Director's meetings, as per a previous ADAC discussion, but we are to let Fant know if any information is needed.</li> </ul>		
10	ASNMSU Update	Maestas
<ul style="list-style-type: none"> <li>• Pete's pass/card – paying NMSU fee. Maestas met with DACC and there was disagreement of whether fees would be required. There will be additional meetings. The fee is \$33.50 per semester.</li> <li>• Fractional grading—students are confused about fractional grading. Maestas wants a solution to the problem and doing his best to educate students.</li> <li>• Graduate tuition waivers are a great opportunity to increase graduate student numbers.</li> <li>• Lottery scholarship. Maestas is meeting with other students from around the state. Only solution is giving 50% funding to freshmen; 70 to 75% and up to 100% by the time they're seniors. They are working on a plan.</li> </ul>		
Action items:	Person responsible:	Deadline:
10	Round Table Update	Group
<ul style="list-style-type: none"> <li>• Bond-Maupin: Update on enrollment management funds—they've received more requests than funds available (almost double). This generates questions: What is the purpose of this fund? Was it originally for new or targeted development? Seems as though it's an on-going reliance. This isn't a long-term strategy and Bond-Maupin doesn't want us to become over dependent on it when it can go away any day. Can this process help with permanent resource development (faculty positions)? AdAstra should really help us with scheduling. Fant asked for confirmation on overall space needs to make sure that the information is current—we need good data in AdAstra “tool”. Talk to Denise Esquibel. Many thanks to Bond-Maupin for her work on this. Libbin: would like a reserve of funds set aside because it's so difficult to project course needs that far into the future—Bond-Maupin will think about this as a strategic way to meet needs.</li> </ul>		

- Stovall: Wants to improve communication about outcomes assessment with Deans. She'll send out emails regarding activity in various. Lee volunteered to represent ADAC on the University Assessment Committee. GE liaison: Every dept. that offers "G" courses should have one—a conduit for information. In the spring they participate in the scoring session. If they can't participate in that, then they should send a proxy in their stead. Advocates for scholarly teaching—emphasis is assessment at the course level. Stovall will send out link to their webpages.
- Reyes: Associate Deans will be receiving a lunch invitation from the Graduate School.
- Torres: Still learning about DACC course offerings/enrollment #s; and she will keep us informed. A number of students needed courses that were linked and this caused problems for students. They're trying to avoid opening classes once classes start. Wagoner recommended that they get a list of contact people at DACC. Torres will provide.
- Jeffries: ICT will be holding its annual Technology Day, Wed 9/11 from 9:30 to 2 p.m. CC first floor.

Action items: Informational links and materials will be distributed	Person responsible: various	Deadline: asap
	Adjournment	Lee

- Adjournment – Pollack, Second by Wagner. Meeting adjourned 2:55 p.m.