

<i>Minutes</i>		<i>ADAC Meeting</i> 2 Hours, 7/22/13 New Mexico Room, Corbett Center	
Type of meeting: Regular Facilitator: Beth Pollack Note taker: Veronica Gomez		Attending: Loui Reyes, Robert Paz, Tara Gray, Greg Fant, Lisa Bond-Maupin, Liz Ellis, Mike Zimmerman, Beth Pollack, Donna Wagner, Jim Libbin, Shelly Stovall, Gladys De Necochea, Cornell Menking, John Walker, Stuart Munson-McGee, Veronica Gomez	
Time Alloted (mins)	Topics		
05	Approval of Minutes – 7/8/2013		
Discussion: Libbin motion, Reyes second			
Conclusions: Minutes approved			
	Person responsible:	Deadline:	
05	Introductions	Pollack	
Dr. Cornell Menking was welcomed by Pollack. The Office of International & Border Programs now holds ex-officio (non-voting) membership on ADAC			
15	University Teaching Council	Paz (Guest)	
<p>Paz –The University Teaching Council (UTC) was established last August (2012) to operate parallel to the University Research Council. It was established in response to a Building the Vision recommendation. UTC is a standing council that serves the entire NMSU system. It offers advice to the executive vice president and provost regarding teaching and learning at the university.</p> <p>The UTC fosters effective teaching and learning by providing a faculty and student voice on relevant matters, defining needs of the faculty and teaching assistants, and analyzing relevant policies and procedures—making recommendations as needed.</p> <p>UTC seeks support from ADAC. College Deans will receive letter asking for nominations if current representative is rotating off.</p> <p>Last year UTC accomplished (1) Writing Across the Curriculum (WAC). WAC materials will be used in the Fall 2013 semester; and (2) Documenting Teaching Effectiveness.</p> <p>To improve teaching effectiveness UTC has developed a set of helpful rubrics, including: Syllabus Rubric, Classroom Observation, and Online Course Design Rubric.</p> <p>Wagner -- how are new members selected? Paz -- by nomination from the Deans of the colleges. Reyes -- is UTC-also looking at diversity? Gray -- there are still some questions on this issue. Pollack -- are</p>			

you replicating what the classroom committee is doing? Gray -- no we are working collaboratively with the Classroom Committee.
 If there are procedural or general questions please contact Tara Gray or Bob Paz, or visit the UTC office.

15	Course Taxonomy and Course Alignment	Fant
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Fant stated that he and Zimmerman met with Norma Grijalva (ICT) to discuss the project development of Course Taxonomy and Course Alignment and what it will take to implement legislature request on taxonomy across the State. Work is already complete on the common core. The College of Business has instituted a taxonomy and course alignment for reporting of student hours to the State. Fant needs feedback and concerns from group. Pollack asked for clarification on the timeframe of the initiative and Fant responded that it would take 2 to 4 years. The group asked for additional details. Stovall – recommends that course objectives relating to course description should be developed, as descriptions now are so generic. Libbin – does this initiative include the community colleges? Fant-- alignment includes all 5 campuses.

Action items: Provide additional details to ADAC as available	Person responsible: Fant	Deadline: n/a
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15	Quality Initiative	Stovall
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Stovall distributed *Quality Initiative Project Proposal – Focus on Student Writing*. Open pathways for re-affirmation of accreditation require institutions to develop a quality project. This proposal outlines standards and pathways that NMSU proposes to implement in order to improve student writing.

Action items:	Person responsible:	Deadline:
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05	Faculty Senate Update	Munson-McGee
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Still summer.

Action items:	Person responsible:	Deadline:
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10	ASNMSU Update	Maestas
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No update from ASNMSU

Action items:	Person responsible:	Deadline:
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15	Other Business?	Group
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- Zimmerman handed out a list of deductions and/or additions to different colleges (not all colleges received one). He asked A.Ds. to share the information with their respective departments. Zimmerman said that the list was generated from Analytics. The handout was discussed in detail. Fant – does it include DARS? Zimmerman – yes. Zimmerman – the list is based on Fall 2014.

- Zimmerman – Spring 2014 Update. His area has been analyzing schedules/course offerings for Spring 2014 and it may work if some sections that meet on TTH would move to MWF or Saturday offerings. His area is about ready to distribute that analysis. He asked the group how they want him to distribute the analysis--through ADAC first or through the colleges? Pollack – what about block scheduling? Pollack is concerned about block scheduling and the inability to schedule/offer needed GenEd courses. Zimmerman – if we can capture some of those rooms that we have already identified we can make the schedule work without significant disruption. Not everyone can teach on TTH, so we will have to move some of these sections to MWF.

Action items:	Person responsible:	Deadline:
10	Round Table Updates	Group
Bond-Maupin -- Is it possible to get analytic data for spring? Zimmerman – yes, he will distribute.		
	Old Business/Pending Items	n/a
<ul style="list-style-type: none"> • No other business. • Adjournment 2:10 pm Reyes Motion, Walker second. Meeting adjourned. 		