

# Minutes

**ADAC Meeting**  
2 Hours, 10/14/13  
New Mexico Room, Corbett Center

**Type of meeting:** Regular  
**Facilitator:** Norice Lee  
**Note taker:** Veronica Gomez

**Attending:** Kristian Chervenock, Lisa Bond-Maupin, Terry Cook, Gladys De Necochea, Donna Alden, Lizbeth G. Ellis, Michael Zimmerman, Stuart Munson-McGee, Jim Libbin, Pam Jeffries, David Maestas, Greg Fant, Sonya Cooper, Joe Tomaka, Norice Lee, Veronica Gomez

**Time Alloted (mins)**

**Topics**

05

Approval of Minutes – 9/23/13

Discussion: Libbin motion, Torres second

Conclusions: Minutes approved

Person responsible:

Deadline:

15

Housekeeping:

Lee

- Addition to Agenda: Joseph Tomaka, the Associate Dean for Research for Health and Social Services since Aug. 1, was introduced. He is sitting in for Wagner.
- ADAC Charge (Policy & Procedures) Lee met with Lisa Warren, NMSU Office of General Counsel. Warren will provide Lee a template to use in order to more standardize the policy and procedures with other Board documents. Lee will make revisions and bring it back to ADAC. For clarification within the policy, Lee asked if Arts and Sciences has one vote or two (because there are two academic associate deans from that college. Fant – would like to advocate for Arts and Sciences having two votes because of the size of college. Community Colleges each only have only one Academic Officer. Alden – are the other Community Colleges (NMSU-C, NMSU-G) interested in participating? Fant is working on a technical solution that will allow NMSU-C and NMSU-G to participate in the future should they desire to do so.
- Provost Howard scheduled to attend the ADAC meeting on November 25<sup>th</sup>. Lee will be sending email to request questions for the Provost.

20

Distance Education

Fant

Massachusetts

- Fant – For clarification, NMSU does not have the authority to place students in Massachusetts. Specifically relating to required clinical rotations or internships. There may be exceptions if a placement is optional or if the student is from Massachusetts.

15

Affirmative Action Plan

Fant

Fant – Per Admin Council and mini Deans meetings: Colleges are now making final decisions on faculty hires. It's important to have data on affirmative action. Colleges are responsible for ensuring that we have sought diverse pools when doing searches. NMSU needs to adhere to new regulations regarding affirmative action, to include tracking veteran and disability status in hiring, which is something we do not currently do. A survey is being developed for this purpose with potential distribution in the Spring. Fant reiterated the importance of self-disclosure. De Necochea – Will the spring survey still be optional? Fant – it is optional but a high response rate is the goal. Ellis/Fant – We need to confirm whether or not this tracking is legally required. Tomaka raised the issue that the format/delivery of survey is important to consider, as some people will not complete online surveys. Alden – Will the survey ask health-related questions? Fant – At this point we don't know what precisely will be on survey. The regulations go into effect in March.

Action items:

Person responsible:

Deadline:

15

Huron Report

Alden

The latest ADAC Draft Response to the Huron Report was distributed. Discussion ensued regarding the relevance of including the Albuquerque Center in the response and its removal was suggested. Questions also arose regarding the

overall objective of the response. There was a general sense within the group that that an overarching goal or vision for DE at NMSU needs to be more fully developed and communicated. Final review of the response will take place at the Oct. 28<sup>th</sup> ADAC meeting.

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

Proposition to Amend the Undergraduate Catalog Concerning Satisfactory Performance. The draft version was approved by Faculty Senate. Proposition approved by ADAC and it will now be presented to Faculty Senate for approval.

Action items:	Person responsible:	Deadline:
10	ASNMSU Update	Maestas

Maestas – in the Board of Regents meeting in Albuquerque the lottery scholarship was not mentioned. ASNMSU is still going to move forward with their proposal. The need for tuition waivers for graduate assistants has been discussed with the Provost. “Keep State Great” is this weekend and there are approximately 100 groups participating. Activities are also taking place in preparation for Homecoming.

10	Round Table Updates	Group
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- Ellis sent email out about adding students to Canvas courses but did not receive any responses so is assuming that it is not an issue for others.
- Dr. Debra Teachman has accepted a position in West Virginia. ADAC wishes her well. She commented that ADAC is an extremely important council and thanked everyone for their good work.
- Cook mentioned film on KRWG, “Our Time is Now” which will air on Oct. 15<sup>th</sup>. It is also available online and she will email link to ADAC.
- Lee reported that the library will be having Open Access Week on October 21-25. Please encourage interested faculty to participate. The Library has a new photo exhibit on a turbulent time in NMSU’s history-- “New Mexico Agricultural College 1901-1920: The Forgotten Presidents: Foster, Garrison, Ladd and Crile,” that will run from October 15 through mid-February of 2014. The exhibit is in the Milton Gallery on the fourth floor of NMSU’s Branson Library. On October 23<sup>rd</sup> at 3 p.m., State Historian, Dr. Rick Hendricks will present a lecture on President Garrison. An update on the status of the Electronic Theses & Dissertation transition will be available after October 31<sup>st</sup>.

- Adjournment 2:26 pm Cooper Motion, Bond second. Meeting adjourned.