

<i>Minutes</i>		<b>ADAC Meeting</b> 2 Hours, 2/10/14 Milton Hall 85
<b>Type of meeting:</b> Regular <b>Facilitator:</b> Norice Lee <b>Note taker:</b> Veronica Gomez		<b>Attending:</b> Norice Lee, Greg Fant, Beth Pollack, Mike Zimmerman, Sonya Cooper, Donna Wagner, Stuart Munson McGee, Shelly Stovall, Liz Ellis, Monica Torres, Jim O'Donnell, Jim Libbin, Dave Maestas, Mark Buckholz, Veronica Gomez
<b>Time Alloted (mins)</b>	<b>Topics</b>	
05	Approval of Minutes – 1/27/14	
Discussion: Pollack motion, O'Donnell second		
Conclusions: Minutes approved		
<b>10</b>	Follow up on Class Scheduling procedure	Fant
<p>--Fant asked for the outcome of discussions with departments about changing the class scheduling procedure.</p> <p>--Cooper – College of Engineering is unanimous in wanting to keep the current scheduling procedures.</p> <p>--Pollack – Arts and Science cannot schedule in blocks, primarily due to the labs. Some of the classes have demonstrations and they need to have rooms where there's space to set up. They'd prefer to keep the longer T-TH classes. Basically what they are saying is that one size doesn't fit all.</p> <p>--Wagner – One size doesn't fit all in HSS either. In Nursing, there are cohorts and they do internships and practicums that have scheduling priority. Both graduate and undergraduate classes require scheduling flexibility.</p> <p>--Pollack – some departments have lectures in the mornings and changes will create overlaps. Fant countered that everyone would be on the same schedule and this should prevent overlapping.</p> <p>--Munson-McGee – Some faculty would like to maintain the short time-frame classes, but overall they are okay with potential changes.</p> <p>--Libbin – In ACES there would likely be unhappiness in the beginning, but they will adjust. Some people are concerned about the labs; but in the end, a change is supported.</p> <p>--Pollack – Question: How are we improving scheduling if students will be facing the same dilemmas? Ellis replied that there will always be scheduling conflicts; for example, labs that don't start or end based on an existing timeslot; but generally labs are scheduled in specific rooms (e.g., Chemistry, Biology).</p> <p>--Wagner – Another consideration is that some classes are 1 credit and some are 3 credits.</p> <p>--Cooper commented that the main concern in Engineering is to have the ability to remain flexible; and that there are different scenarios that need to be taken into consideration. The current schedule allows them to be creative and to consider the impact of schedules and changes on students.</p> <p>--Fant – Schedules are developed for traditional students; and based on that they could build a special schedule for weekend students.</p> <p>--There was concern among the group that if NMSU has a weekend schedule would offices be open and staff available for students?</p> <p>--Fant – Is everyone in favor of going with the College of Business's "Dorfman" proposal? Libbin would prefer the alignment schedule. Libbin made a motion that Zimmerman run a scenario of current classes on the TTH alignment "Dorfman +" proposal. Second by Ellis second, motion approved.</p>		
<b>10</b>	Faculty Senate Update	Munson-McGee
<p>Munson-McGee – Proposition to change the timeline of the Administrative Review of Academic Administrators from five to three years, was passed by Faculty Senate and will be sent to the President for his review.</p> <p>Proposition was introduced to change the name of the Chemical Engineering to Department of Chemical and Materials</p>		

Engineering; it will be sent for committee for review and recommendation. The proposition will be acted upon at the March meeting.

Nominees for next year's Faculty Senate Chair are: Paul Andersen, Associate Professor from Chemical Engineering and David Barney, Associate Professor of Social Work.

Zimmerman asked if proposition to change the last day to register has been approved. Munson-McGee thinks it has been approved but will confirm.

<b>15</b>	Assessment <ul style="list-style-type: none"> <li>▪ Summer Workshop/Faculty Learning Community &amp; CHAMPION Program</li> <li>▪ Planning for 2014-15 committee members</li> <li>▪ WEAVE Assessment Reporting Software Update</li> </ul>	Stovall
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Assessment

- Summer Workshop/Faculty Learning Community & CHAMPION Program:  
It is great opportunity for faculty development--a three week workshop. Previous faculty participants have really benefited from it; teaching has been elevated. The program meets twice a week. Discussed what the program is about and how it fits into curriculum. Please encourage faculty to participate. Contact Stovall for more information.
- Planning for 2014-15 committee members:  
Getting ready to form committees for next year. A Spring Retreat is in planning stages. Stovall will send out email with additional information.

Assessment Liaisons should be appointed by end of spring. Will send out email with the names of the current assessment liaisons. Lee – how many liaisons are there total? Stovall – Trying to get one from each department.

- WEAVE Assessment Reporting Software Update  
WEAVE has been approved and is being acquired. Will be asking for feedback from Associate Deans.

<b>10</b>	ASNMSU Update	Maestas
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Maestas announced that he has three months remaining as President of ASNMSU. The new President will be elected on March 14 and there will be a two-month transition period with the new President taking office May 15. Student Fee Review Board met and the fees for students will increase by 5%; some money will go to Athletics and now some to the Library. Thanked the Library for the approval to keep the Library open until 2:00 a.m. throughout the semesters--students will be very happy. Maestas reported that they would like to have all the flags from all countries displayed during graduation. O'Donnell asked if students would have the option of whether or not they wanted to be represented by flag(s)? Maestas replied that is still in beginning idea stages. There was more discussion on the flags. Maestas reported that ASNMSU is thinking of bringing the Readership Program in electronic form back. Lee – Will see how much it would cost for the Library to subscribe to the NY Times electronically as an alternative and will follow up. ASNMSU also wants to start a tax service on campus for students. Maestas reported on having a new Chief Director, Alex Mendoza. Fractional grading is still being brought up, students still talking about it.

<b>5</b>	ADC Update	Lee
Lee – distributed ADC notes and reminded the group that the content is for informational purposes only and is not the official minutes.		
<b>10</b>	Round Table Updates	Group
Reyes Graduate School is moving forward and encourages everyone to read the Graduate Council meeting minutes (on their website) and the Graduate School’s activities as part of the President’s weekly activity report(s).		
<ul style="list-style-type: none"> <li>• No other business.</li> </ul>		
<ul style="list-style-type: none"> <li>• Adjournment: Pollack Motion, O’Donnell second. Meeting adjourned at 2:30pm.</li> </ul>		