

Minutes		ADAC Meeting 2 Hours, 4/28/14 Milton Hall Rm 85	
Type of meeting: Regular Facilitator: Norice Lee Note taker: Veronica Gomez		Attending: Norice Lee, Sonya Cooper, Beth Pollack, Loui Reyes, Terry Cook, Liz Ellis, Donna Wagner, Pam Jeffries, Pankaj Sharma, Stuart Munson-McGee, Jim Libbin, Shelly Stovall, Greg Fant, Ryan Carstens, David Maestas, Mark Buckholz, Harry Shesky, James O'Donnell, Jacobo Varela, Veronica Gomez	
Time Alloted (mins)	Topics		
05	Approval of Minutes – 4/14/14	Group	
Discussion: Libbin motion, Ellis second			
Conclusions: Minutes approved			
05	<ul style="list-style-type: none"> Introduction – Dr. Ryan Carstens, VPAA at NMSU-Alamogordo ADC report 	Lee	
<ul style="list-style-type: none"> Lee introduced Dr. Ryan Carstens, new VPAA at NMSU-Alamogordo. Dr. Carstens is a native Texan and has worked at 8 other institutions. Lee distributed her notes from the 3/25/14 ADC meeting. The notes were briefly discussed. Any questions should be directed to Lee by phone or email. 			
05	Faculty Senate report	Munson-McGee	
Munson-McGee – reported that Faculty Senate has not met since the last ADAC meeting so there is no official business to report. They have met with multiple stakeholders regarding the new Admission Standards, including heads of NMSU minority programs, LULAC, student leaders, DACC faculty and administrators and with the Hispanic Caucus. Most discussions have been about implementation and evaluation. Faculty Senate has several propositions to approve for Thursday's meeting (Admission standards, FGRB). Need non-tenure track nominations for Faculty Senate from the Main Campus. If you want to nominate someone please have them send their bios to Munson-McGee. Elections may be delayed slightly. New Faculty Senate Chair will be announced to the Faculty Senate Leadership tomorrow and to all Faculty Senate on Thursday; they should announce the new Faculty Senate Vice Chair at the same time.			
20	Demo on Campus SaVE Act From a Student Perspective	Jeffries	
<p>Jeffries – Introduced Pankaj Sharma who will demonstrate Campus SaVE (Sexual [assault] Violence Elimination Act). ICT was asked to provide training for students to raise awareness within the student population. When new students log into my.nmsu.edu they will be asked to complete the SaVE program/presentation. Prior to completing the online program, the students will have the ability to look up classes, but if they haven't completed it they will not be able to register. Once they've viewed the SaVE program, they will be asked five questions relating to the presentation. Students will be asked different questions to prevent sharing of answers. The SaVE program went live on Friday, April 25th. Fant asked if there was a possibility that students might not be able to register after completing the program. Jeffries – after completing the program they will be able to register unless they have other holds on their account. Carstens – is there an email confirmation sent to the students so they know the SaVE program has been successfully completed and they can now register? A discussion followed about on-going email issues with students. Libbin suggested [again] that students are unaware of how to link their personal emails with their NMSU email account. There was further discussion about students being confused about the two different email envelope icons that appear on the my.nmsu.edu page. Jeffries said that if no one is using the envelope at the top of the screen, then it can be removed. Regarding the SaVE online program, Lee asked – does it indicate at the start of the program how long it takes to complete? Answer – no, but that information will be added to the introductory page. Fant reiterated that the orientation</p>			

is only for new students--when they are registering in person or online. Varela – if a new student has not participated in an NMSU new student orientation can they complete the SaVE program? Answer – no, they need to complete the orientation first and then they will be directed to the SaVE program.

10	Updates	Fant
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Fant – Denise Esquibel (Registrar’s Office) is testing programing that would permit instructors to over-ride course add restrictions (relating to the recent course add limit policy change). Further information will be provided to include specific procedures for instructors to follow.

Fant shared that several ADAC members participated in the Wrap-up luncheon for the members of the Online Infrastructure Task Force. He asked that ADAC please review the document; and if there are questions they can be answered at a future meeting. Lee asked if anyone wanted to have the Task Force chairs report back to ADAC in person and the answer was no, that it was not necessary.

10	ASNMSU Update	Maestas
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Maestas – Currently forming student committees that will work with the Library and Athletics on approved student fees. Maestas will officially complete his duties as ASNMSU President on May 15. Maestas will send out an email to introduce the new ASNMSU President to ADAC. Maestas and the incoming President will both attend the May 12th ADAC meeting.

Action items:	Person responsible:	Deadline:
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10	Round Table Updates	Group
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- Reyes – Graduate Council is having their elections and there are two seats available in the Doctorial Granting Department. He asked ADAC members to encourage nominations.
- Cook – Had first mandatory orientation for new NMSU students. Overall it went well. The primary issues were with holds. Next orientation is May 28 and 29. Ellis – how many staff members were available at SAEM “headquarters” taking calls? Cook – there were quite a few people. Cook – there was zero complaints from students’ parents. The staff called students the day before the orientation to make sure they had the right major listed for each student. Ellis – appreciated all that was done; hoping to keep advising in the colleges in the future.
- Ellis – Shared that they are in the middle of the search for the new College of Business Dean.
- Stovall – Provided an update on the new WEAVE program. They have met with WEAVE pilot groups and anticipate they will begin training in June. She will keep us all posted regarding the progress.
- Sheski, NMSU-Grants – Is pleased to report that offers to a new Science faculty member and a new Math faculty member have been accepted.
- Buckholz – They are wrapping up the semester at NMSU-Carlsbad with a number of successful events.
- Lee – Library faculty and staff are gearing up for finals week. Zuhl Library will be open until 2:00 am during this timeframe; and beginning in the fall, Zuhl will be open until 2:00 am Sunday through Thursday throughout the regular semesters, based on students’ requests and funding made available via the new library student fee. The Library will offer free coffee, and in partnership with the Alumni Association, free snacks for students during evening and late night hours prior to and during finals week.

• No other business.

• Adjournment Pollack motion, Cooper second. Meeting adjourned at 2:25 pm.