

ADAC Meeting Minutes

APPROVED

September 22, 2014

Milton Hall, room 85 2 hr.

Type of meeting: Regular

Facilitator: Beth Pollack

Notes: Dana Halsall

Attending: Beth Pollack, Sonya Cooper, Dana Halsall, Kathy Brook, Enrico Pontelli, Teresa Keller, Norice Lee, Jim Libbin, Gladys De Necochea (for Jim O'Donnell), Pam Jeffries, Norma Grijalva, Terry Cook, Mariana Ortega (guest), Clarissa Maldonado (guest), Larry Blank, Shelly Stovall, Felicia Casados (for Harry Sheski), Louí Reyes, John Walker (for Monica Torres), Denise Esquibel

Time:	Agenda Item:	Attendee:
1:00 PM	Call to order	B. Pollack
5 mins	Approval of 9/08/14 Minutes	Group
One edit was suggested and agreed upon. Motion to approve, S. Cooper. Second, N. Lee. Minutes, including edit, were approved.		
15 mins	Evaluation of International Transcripts	K. Brook
Evaluation of international transcripts came up recently with advisors in the Business college. What is the status of the search for a Foreign Transcript Evaluator? B. Pollack referred to correspondence from B. Montoya and M. Jaspers stating the search has been extended for another month. S. Cooper asked about the process once the position is filled. Has the Registrar's Office talked with International & Border Programs about the procedure for evaluation and how current methodology will be incorporated into the process? Specific procedures have not been discussed yet. The group agree it could be beneficial to create a statement from ADAC with their needs from the new role. S. Cooper and K. Brook will draft the ADAC statement. Per D. Esquibel, the Registrar's Office is concerned about evaluations for foreign athletes because they now must have a one-for-one equivalency on each course. She asked for assistance from the colleges and stressed that basketball players' evaluations start next week.		
15 mins	Proposed Fall 2015 Orientation & Registration Dates	M. Ortega & C. Maldonado
Proposed dates for the Fall 2015 Aggie Welcome Orientation (no longer "new student registration") were presented with no objection to most of dates. May 18 th and May 19 th however, will be difficult for some colleges to staff because it coincides with degree certification. T. Cook will look at alternatives for mid-May.		
30 mins	General ADAC Discussion	B. Pollack
The group had a general discussion about ADAC's role in academic matters and what they, as academic associate deans, should be discussing during their meetings. The group agreed they should be anticipating issue and have alternatives and solutions in mind. Several topics for discussion/action were offered: <ul style="list-style-type: none"> • Address cheating – identify a clear process for faculty and students • Academic regulations – review the catalog and address vague or inconsistent statements • Enrollment • Online programs • Grade appeals, late grade changes, "N" & "I" grade • Retroactive drop/adds • Basic skills 		

- Prerequisites
- Academic advising
- Late graduation applications
- Graduate transfer courses & GPA
- Graduate course numbering
- Graduate faculty status
- Graduate admission and tuition
- Graduate dismissals

10 mins

Roundtable Updates

S. Stovall – 14 mini-grant applications submitted as part of the Quality Initiative, 6 will be selected. WEAVE is live, thanks to Adam and Grace for making it run smoothly. Annual program assessment reports are due Oct 15th. CASLGE open forum on Gen. Ed. assessment was well attended and offered clarity on how assessment works.

N. Lee – Still working on remodeling the study space for students. Soft opening this Fall and a grand opening in the Spring.

N. Grijalva – Starting the process of purging inactive accounts, oldest first, based on date separated from NMSU.

L. Reyes – Please be sure you are using the correct mail stop code for the Graduate School, 3GS. In the process of reviewing and updating their website. “Gradulicious” event this Friday, Sept 26th.

K. Brook – The Domenici Hall is open. The College of Business will schedule room use now, Academic Scheduling will take over in the Spring.

D. Esquibel – Proof 2 will go out today. Recommendations went out, happy to meet with departments and faculty to explain reports.

L. Blank – Faculty Senate has moved, they will be meeting in Domenici Hall. Will not be able to attend next meeting. Asked that the vote on the motion to deem the Faculty Senate Representative a voting member of ADAC take place at the next meeting.

F. Casados – The Grants Campus is preparing for the next Board of Regents meeting on October 10th.

No Action items presented

No other business.

2:45 PM

Meeting adjourned

B. Pollack