ADAC Meeting Minutes

May 11, 2015
Milton Hall, room 85  2 hr.
Type of meeting: Regular
Facilitator: Sonya Cooper
Notes: Norice Lee


<table>
<thead>
<tr>
<th>Time:</th>
<th>Agenda Item:</th>
<th>Attendee:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:00 PM</td>
<td>Call to order</td>
<td>S. Cooper</td>
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<tr>
<td>5 mins</td>
<td>Approval of Minutes –April 27, 2015</td>
<td>Group</td>
</tr>
</tbody>
</table>

April 27 Minutes not available at this time.

15 mins  Basic Skills  G. Fant
ADC asked ADAC to look again at recommended basic skills/changes, citing: 1. New language provided by ADAC didn't add clarity according to ADC 2. What happens if basic skills are not completed in 24 hours? 3. If a student comes in at lowest math level, they can't complete this requirement (24 credit hours).
ADC discussion regarding the above ADC comments:
--Developmental courses don't count toward 24; Fant noted that ADC didn't think that was clear.
--Munson-McGee said that it needs to be simplified. Competency in basic skills is needed in order for students to be successful in upper division and lower division courses.
--Right now, students who don't have basic skills have holds put on their records (Banner, STARS), they have contracts with Advisors.
--Summary: In general, ADAC is opposed to changing Math basic skills in order to meet gen ed requirements. Impacts: admission standards (new admission entrance standard of 2.75 GPA in fall of 2016); full classes that don't allow in-coming students to enroll in some courses their first semester--causes delays; impact on students in the College of Education, based on their curricula sequence.

Action to follow: Subgroup (Carstens, Fant, Hackney, Munson-McGee) will wordsmith new version for ADAC to look at. Send Carstens any additional feedback.

10 mins  Common Course Numbering  G. Fant
--GenEd Core Transfer Module -- 4 letters, 4 numbers (first digit is level, two middle digits reveal course progression, last number is credit hours), to develop a statewide common numbering system. This system will be required in the future for common core courses and perhaps beyond.
There would need to be course name changes, e.g., PSY to PSYC (psychology). Impetus is more transparency as students transfer, primarily for two-year students, but also impacts four-year student transfers. Further consideration of common learning outcomes. Plan is that there will be intense discipline-level discussions over the next two years. Pollock: Will there be fewer Gen Ed courses in the future? Fant: Unknown at the present time. Ketelaar: Some areas may be able to change very quickly.
--State common core listings are determined by general discipline areas and includes core competencies (establishes baseline, or "floor", for learning outcomes--Fant).
This is an opportunity to get course numbering sequences correct that may have developed historically for a variety of reasons.

If anyone has contacts at other institutions, begin conversations—but don’t get too far ahead. Passage of law requiring the move to common core allows people to do this.

Some issues in the area of math will need to be worked out—Statewide conversations will be primarily at the 100 and 200 level course numbers. There are many courses that fall outside the common core. Ideally, long-term, all courses through graduate school would be 4 letters, 4 numbers with common learning outcomes.

How important are the “L” (lab) and “G” (Gen Ed) after courses?

If courses are the same, we need to be transparent about it, if NOT then we need to be transparent about that to, by giving it a different course number.

Concerns stated if we begin looking at 300 and 400 level courses. College of Business has had to deal with 200 / 300 level courses and assessment in articulation. O’Donnell (College of Education) believes this is a slippery slope.

Action to follow: ADAC members take to their departments/units for feedback on potential problems with this numbering system that should be brought to statewide task force.

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### DE Update

**G. Fant**

--Do not admit any student in a 100% online DE course who physically resides in Alabama—due to state-by-state authorization requirements that NMSU is not willing to meet. Anything less than 100% online would have to be carefully reviewed. Documentation is a federal compliance issue.

--SARA document (nation-wide DE course authorizations) will be forthcoming and we will have to "up the game" from a college perspective.

Action to follow: Colleges notify department heads who offer 100% online programs, of this rule.

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### Dept Head Training

**G. Fant**

--Mandatory—3 dates this summer to choose from: June 17, July 23, August 13. All day training. Same content all three days.

--Impetus behind this: Provost has seen variations in procedures dealing with personnel, assessment, and other issues, and would like to standardize some of these to avoid potential conflicts.

--"Idea" List for the training includes:
Legal, HR, OIE

Others include: Improve compliance with NMSU policies, compliance, increased understanding of culture of assessment, diversity accreditation, new advising model, faculty resources. Are there others? Ketelaar: Based on Employee Satisfaction Survey, recommended topic to improve communication processes (Employee Satisfaction survey). If so, route through respective Dean.

Action to follow: Remind DHs and Deans to sign up for one of these dates.

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### Round Table

**K. Brook**: has received a flood of requests for students wanting to take courses elsewhere. This year the COB is saying that the students have to request [permission]. Brook is looking for guidelines to tell students. Pollack: where are they wanting to attend? EPCC, CNM, NAU, other NMSU campuses. Cooper: refer to the transfer guidelines ADAC wrote and specifically the College of Engineering policies. Students have to get permission to take STEM courses elsewhere. Pollack: she invokes last 30 hours (unless it’s study abroad).

--Lachica-Chavez: Down on number of grades turned in (less 2,000) as of this writing. 5/12/15, 5:00 p.m. is deadline.

--NMSU-A: Appreciates NMSU-Las Cruces participation in their graduation ceremonies.

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**Motion to adjourn**: Pollack, 2nd by Keller. Meeting adjourned at 2:20 p.m. Next Meeting June 8th.