

# ADAC Meeting Minutes

April 11, 2016

Milton Hall, room 85 2 hr.

**Type of meeting:** Regular

**Facilitator:** Sonya Cooper

**Notes:** Mari Aguilar

**Attending:** Jeff Hackney, Tim Ketelaar, Jerry Hawkes, Greg Fant, Shelly Stovall, Teresa Keller, Kori Plank, Beth Pollack, Kathy Brook, Enedina Vazquez, Monica Torres, Mark Cal, Andrew Nwanne, Bill Serban, Mathew Bose, Denise Esquibel, Dacia Sedillo, Norma Grijalva, Norice Lee

Time:	Agenda Item:	Attendee:
1:00 PM	Call to order	S. Cooper
	<b>Approval of Minutes –March 28, 2016</b>	Group
<b>Action Requested:</b> Minutes will be approved at the next meeting.		
	<b>Proposed Credit Change to the Bachelors of Public Health</b>	T. Keller
<ul style="list-style-type: none"> <li>T. Keller presented the Bachelor of Public Health Proposal to drop elective credits from 41 to 35 to meet 120 credits.</li> </ul>		
<b>Motion:</b> Motion to approve by J. Hawkes, Seconded by K. Brook. Motion Approved		
	<b>AA AS Degree Proposals to 60 Credits</b>	M. Cal, G. Fant
<ul style="list-style-type: none"> <li>Associate of Science</li> </ul> <p>M. Cal presented the Proposal to reduce the Associate of Science to 60 credits. He commented that in addition will be a change on the concentrations to be in line with policy 6.82. Concentrations are biology, environmental, geology, and wild life science.</p> <ul style="list-style-type: none"> <li>Associate of Science General Engineering</li> </ul> <p>M. Cal presented the Proposal to reduce the Associate of Science General Engineering to 60 credits. They are dropping an elective, dropping College 101, and allowing students to take ENGL 111G or 218G.</p> <p>S. Cooper commented that the colleges as a group designed this Associate of Science General Engineering. She asked how this change affects the associate degrees at other community colleges. M. Torres and A. Nwanne saw no opposition to this. B. Serban communicated to this group that Grants does not offer this degree.</p> <ul style="list-style-type: none"> <li>Associate of Arts</li> </ul> <p>M. Cal presented the Proposal to reduce the Associate of Arts to 60 credits. He commented that there is only a reduction of electives and they are keeping College 101. The languages terminology has been changed to include any second language elective rather than just Spanish and German. Part of the reason for this change is that they will be offering more languages in the future.</p>		
<b>Motion:</b> Motion to approve reduction to 60 credit proposals of Associate of Science, Associate of Science General Engineering, and Associate of Arts by S. Cooper, Seconded by K. Brook. Motion Approved		
	<b>Updates</b>	G. Fant
<p>G. Fant Introduced the new ASNMSU President, Matt Bose. His official start date is May 2016.</p> <p>G. Fant commented that the Regents have made the next step forward in changing the location of the Albuquerque Center. It is pending several more approvals but they are on track to relocate over the summer from Pine Trees to a building on the</p>		

Montoya Campus of Central New Mexico Community College. There will be classroom space, office space, and conference space. They will move this summer pending on HED approval and the State Board of Finance. The potential savings is between \$400,000 to \$500,000.

N. Grijalva asked if there were any negotiations with ICT. G. Fant responded that Veronica and her group will be talking to her unit regarding IT needs outside of our agreement. G. Fant also informed N. Grijalva that they will be responsible for moving classroom technology.

G. Fant thanked this group for the March 31 deadline on sending syllabi to HED. Next deadline coming up is at the end of April. He also asked this group if they had received an e-mail from the Provost's Office on Meta Major and to keep this on everyone's radar.

G. Fant encouraged this group to participate, hear, share thoughts, and share ideas regarding the potential budget cuts on the President's Website.

S. Cooper asked what the update was on the transfer committee. D. Sedillo commented that they meet every two weeks and this group has created a plan on moving forward with this.

**Action Requested:** S. Cooper suggested to make the transfer credit committee actions a recurring report to this group.

	<b>Syllabi Website, Articulation Agreements Template</b>	S. Stovall
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- Syllabi Website

S. Stovall presented some of the updates that have been made to the syllabi website for the Provost's Office. S. Stovall commented that this group should be responsible for making decisions about where this should be or how it can best be used by faculty. The reason S. Stovall brought this item to the agenda is to create a small task force of at least 2 Associate Deans to meet with S. Stovall and A. Cavotta to make decisions to the website.

**Action Requested:** J. Hawkes, T. Ketelaar, and M. Bose volunteered to be part of the task force to help make decisions, recommendations, and changes to the website.

- Articulation Agreements Template

S. Stovall commented she sent out an e-mail with a document regarding defining terms between Articulation Agreements and Academic Memorandums of Understanding (MOU). One of the decisions from a previous discussion from this group was to create a template to have common information and a place to find these. She presented a first draft and took a couple sample MOUs. She also used the list on the Graduate School Website on what is required for different types of MOUs, whether is consortia arrangement, cooperative arrangement, or joint/dual degree etc. S. Cooper asked S. Stovall to review the titles of these transfer guides, articulation agreements and MOUs to be consistent as well as review the terminology and who owns these and if they should be in a specific college in the university website.

G. Fant commented that college to college internal agreements is something the colleges can do and all they have to do is notify the Provost. He said there is no unit of the university that has the authority to make an agreement with another entity without the Provost's approval and in some cases the Board of Regents.

S. Cooper clarified that there are procedures that need to be handled with domestic and international universities that we are articulating with, which involves International Border Programs and therefore, lines for signatures of those approvals are needed.

There was a suggestion from G. Fant to have this document reviewed by General Council before it comes back to this group.

D. Sedillo explained to this group that the Registrar's does not work with transfer guides, articulation agreements, or joint/dual degrees.

**Action Requested:** S. Stovall asked this group to take this first draft back to their departments to look at and give feedback through e-mail. S. Stovall will take the document for review to General Council for terminology.

	<b>Basic Skills Fulfillment (A ST 251G, STAT 251G, &amp; STAT 271G)</b>	B. Pollack
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B. Pollack discussed that only math courses are listed in catalog language on the section regarding basic skills. The catalog does not include A ST 251G, STAT 251G, and STAT 271G courses that also meet the basics skills math requirement. She requested to have these courses included so that there are no overrides on students that have already fulfilled the basic skills requirements.

**Motion:** Motion by B. Pollack to add A ST 251G, STAT 251G, and STAT 271G to the catalog language to fulfill basic skills math requirement. Seconded by T. Ketelaar, Motion Approved.

**Action Requested:** K. Plank will add language to the catalog. Change will go into effect summer 2016 and will go in the 2016-

2017 catalog year as well.

**Elementary Education Proposed Credit Change, Athletic Training Proposed Credit Change**

E. Vazquez

• Elementary Education Proposed Credit Change

E. Vazquez discussed that there is a Senate Bill 329 that was passed in 2015 which allows the teacher education teachers to reduce the general education requirements since there were more general education requirements for teacher licensure than there were for other programs. The bill is now in place and it goes in effect in the fall 2016. The Elementary Education Program has gone through some changes and there are unresolved questions. E. Vazquez has forwarded the proposal on to the Director in the education major and the department head as well. E. Vazquez would like to retract the proposal and bring back to this group at a later time for approval once they get those questions answered.

• Early Childhood Training

E. Vazquez explained that with Senate Bill 329 they were able to reduce the degree requirement to 120 credits. There were some questions from the group on the total number of credits. Proposal was retracted until further evaluation of number of credits.

• Athletic Training Proposed Credit Change

**Motion:** Motion to approve Athletic Training to 120 credits by E. Vazquez, Seconded by T. Ketelaar, Motion Approved

**Round Table**

**B. Pollack**—Asked for clarification on students enrolling at NMSU and choosing any catalog that he or she wishes from when they enter any campus on NMSU or is it from when they start any post-secondary institution? The language is not stated in the catalog.

B. Pollack will put together suggested language in writing and sent out for this group for review and will bring the item over to a future ADAC meeting.

D. Esquibel—Discussion on fractional grading issue (can you add to this)

**T. Ketelaar**— Thursday is the next Salon Discovery Speaker Series at 4pm in the Yates Theatre in Domenici Hall.

**S. Stovall**— 57 students participated in 8 Focus Groups on Writing, they had very good attendance.

**J. Hawkes**—Over 400 FFA students on campus Friday. There was participation from across campus.

**B. Pollack**—Arts & Sciences Faculty and Staff Awards is this Thursday from 3:30-5:00pm.

**D. Esquibel**—Nomination Committee has reviewed all the applications for the PFF (Preparing Future Faculty), HED Nominations, GA Tuition Fellowships, and the letters have gone to the department heads for offering to students. They are currently reviewing the Outstanding Graduate students, GA's, and also Merits. She hopes to have all these reviewed by Thursday and letter going out by Monday or Tuesday.

**A. Nwane**—Last week was the assessment at Carlsbad and it was well attended. They got very positive feedback.

2.26

Meeting Adjourned