

ADAC Meeting Minutes

May 9, 2016

Milton Hall, room 85 2 hr.

Type of meeting: Regular

Facilitator: Sonya Cooper

Notes: Norice Lee

Attending: Kathy Brook, Terry Keller, Norice Lee, Tim Ketelaar, Jeff Hawking, Norma Grijalva, Margo Trevino-Torres, Shelly Stovall, Kori Plank, Dacia Sedillo, Monica Torres, Jerry Hawkes, David Smith, Beth Pollack, Greg Fant

Time:	Agenda Item:	Attendee:
1:00 PM	Call to order	S. Cooper
	Approval of Minutes –April 25, 2016	Group
Motion: Motion to approve minutes by T. Keller, seconded by J. Hawkes. Motion Approved		
	Associate Degree in Pre-Business	G. Fant, B. Serban
K. Brook requested a reduction of credits for Associate Degree in Pre-Business program to 60 credits without changing course requirements, only number of electives.		
Motion: Motion to approve Associate Degree in Pre-Business reduction to 60 credits by K. Brook, seconded by B. Pollack. Motion Approved		
	Panopto and Adobe Connect Data Life Cycle	K. Brook
N. Grijalva presented the Panopto and Adobe Connect Data Life Cycle. Increase in number of recordings. N. Grijalva wants to tie life cycle to courses at 2 years and 1 week. She is interested in the number of faculty who re-use courses. Over 2,000 sessions are currently archived. Working both on academic and administrative side. K. Brook asked what a faculty member would have to do to retain it. N. Grijalva answered that some sessions have never been viewed. If approved, more information will be going out about what to do. K. Brook would like faculty input and then discuss further with N. Grijalva at next ADAC meeting. B. Pollack stated concern about faculty who only teach every other year. In conclusion, Grijalva said that the same recommendation to archive has already been taken to FACT.		
	Reminder of Summer Deadlines for HED Syllabi & Updates	G. Fant, N. Grijalva
G. Fant reminded this group about the e-mail he sent regarding summer deadlines for HED syllabi submission. Deadlines for submission are as follows: Social Sciences 5/31/16; Fine Arts 6/30/16; Agriculture 7/31/16; Education 8/31/16.		
	HLC Accreditation Update	S. Stovall
<ul style="list-style-type: none"> S. Stovall informed this group that writing teams have drafted reports for individual criterion. Next deadline for writing teams is July 15th. Associate Deans will be asked to provide feedback on assurance argument in the second half of July. Discussion on how we calculate credit hours and how our DE courses are equivalent. Also, with compressed courses, how do we ensure that students are getting the same level/quality of instruction/outcomes. T. Ketelaar gave an update on Academic Integrity. The workgroup will get back on track and revisit the policy draft after finals week. 		
	ACES Range Science an Animal Science Degrees to 120	
J. Hawkes presented two programs that ACES would like to adjust credits down to 120 credits through electives: Range Science and Animal Science. Kori Plank is updating the catalog as 120 degree changes come in. Signatures will still be needed.		

Motion: Motion approved to reduce these degrees from 128 to 120 required credits.

Transfer Credit Committee Update

New standing committee. For details, see handout, "Transfer Issues."

Dept. of course prefix will continue to be the "owner" / decider

Level 1 is statewide general education curriculum

Level 2 NMSU (faculty-established) course-by-course transfer equivalency

Level 3 is specific program articulation between an NMSU program/dept. and a program/dept. at another institution, monitored at the department program level, in accordance with articulation agreement.

D. Sedillo and S. Stovall will continue work on transfer issues with the goal being to achieve consistency. Work on an e-form is underway.

Per S. Cooper, tracking is always an issue. D. Sedillo said that her staff will know if an evaluation is in progress. D. Sedillo said that ideally, there would be standard degree plans across campus with exceptions, workflows being identified and established.

Round Table

T. Ketelaar- Shared information on scholarship recipients in the Honors College

J. Hawkes- Waffle Wednesdays -- 1st floor of Gerald Thomas

N. Grijalva- Upgrading "my NMSU" mid-summer. Starting up mobile app again

NMSU Grants- Student Appreciation Day last week (potato bar)

NMSU Alamo- Commencement on Friday

2.15p.m. Meeting Adjourned