

**Academic Deans Council Notes**  
**April 26, 2016**

**1. Guests from Confucius Institute, President Liu (GY), Confucius Institute lead partner, Dr. Xue Xianlian, Director, International Office, Hebei Normal University**

GY: Would like to increase participation in Confucius Institute. Assistance with finances is available.  
X. Xianlian: He welcomes Aggies to China.

**2. Approval of March Minutes**

Approved, seconded and passed with friendly amendment to add attendees

**3. Mexico Updates**

Opportunities in Mexico: We are becoming known in the region as having active programs in Mexico.  
Jorge Ramos from Arrowhead is our chief contact from NMSU.  
HRTM working with UACH, as are extension, Engineering, CMI, CLABS, FCS  
IBP will start working with Sonora and additional English language programs with Go Teacher.  
Summer program is targeted at students to matriculate.

**4. HLC Updates**

**Teaching Evaluations**

HLC requires an annual evaluation for anybody teaching a course, including graduate students who are instructors of record.  
Draft of teaching eval form: part for instructor to complete, part for supervisor to complete.  
Concern about including graduate assistants. In English Department, for example: this would be a drain on resources. Not required for grad assistants who step in to teach occasionally.  
Recommended timing: What about faculty teaching one-offs? Do we have a repository of these? Timing needs to be after subsequent semester starts.  
We need policy on evaluation, regularized process, evidence of annual review.  
A&S evaluates part-time teachers. Do not have to be uniform across university, but have to be accessible to reviewers.  
To go in chapter 5 of policy manual.  
Assumption is that faculty are properly credentialed at the start

**Faculty Credentials**

Mark Cal, VPAA of Alamogordo has good spreadsheet as a model.  
Exceptions need to be defined in policy and we need a plan to bring people into compliance.  
Community colleges: some faculty have degrees in curriculum & instruction rather than their subject area.  
Community college concerns:  
    Need a clear communication of requirements  
        Master's degree in field, or 18 graduate credits if you are teaching outside field.  
        Deans decide if NMSU will pay for coursework. Initial request for taking courses should be at NMSU campus. [  
    What are exceptions?  
        Scholars contributing to field would get an exception

**5. Standing reports**

**Enrollment Report:** Had first orientation. Recruiting is not over until prospects arrive on campus as a student. Personalized orientation agendas and translation real-time for Spanish-speaking families have been popular; Positive feedback from Engineering College.

**Faculty Senate** has new legislation that will be on the consent agenda.

Still working on changes to 1.10 -- working on how this works for Faculty Senate. Individual senator will be the policy sponsor. Not institutional sponsor.  
Will elect vice chair May 7; considering emergency legislation to allow for a chair pro tem to serve as vice chair as vice chair serves as acting chair.

ADAC from Enedina Vazquez

2 community college proposals to reduce credit programs

## 6. Rule Comments

**Review of process:** All members of ADC see policies in UAC; Deans can discuss and vote on them at ADC.

Policy sponsor will reconcile comments to develop a final revision.

UAC is ultimate arbiter regarding what ends up in policy; UAC is communicating body, and members of UAC should get proposed policies to relevant constituents.

Assignment Advisory Group (AAG) determines who are required review groups.

**Policy 9.80, Archives and Collections:** Administrative track, reviewers include EVPP, ADC, NMDA, UCG

Language could allow regents to sell collections. Gives carte blanche to people not charged with curating and stewarding collections. A group of our experts have submitted language addressing this.

We cannot always appraise or assess value, so mentioning a threshold value can be impossible to evaluate.

Policy does not prevent regents from doing anything since they can change the manual. Policies guide NMSU staff, not regents.

We are always obligated to follow law.

PSL needs to weigh in on this.

Moved and seconded to approve: passed.

**Rule 4.05.50, Faculty Grievance Review Board:** This revision has been in process for a lengthy time and brings the rule into alignment with practice.

Move to approve and seconded. No discussion, approved unanimously.

## 7. New Business

Plan to reduce Athletic Training degree to 120 credits moved, seconded, approved.

## 8. Old Business

Concerns regarding Family and Consumer Science degree in early childhood development and non-licensure early childhood education (EDEC) degree program in the Education College were addressed. Dr. Devall will participate in ECED meetings. There is overlap; Look for opportunities to collaborate. Currently there is not the capacity for cross teaching. Collaboration on certificates. Dean Libbin no longer opposes based on communication between Vazquez and Devall.

Moved to approve and seconded.

## 9. Provost updates

Promotion and tenure letters are out. Some negative decisions – deans and department heads need to involve HR as needed.

Pay increase is what is currently in the policy manual as 5.25.

Dean's Budget Meeting: Encourage deans to think outside the box. Need to be strategic; think about how to cut administration.

## Updates

Faculty Senate needs ECED paperwork.

URCAS Friday.

BOR wants 100% participation on a survey from Judy to collect data on student success practices. This is in place of meeting with Deans.

Two Engineering Faculty members got NSF awards.

Susan Brown recipient of \$12 million dollar grant

**Attendees:** D. Howard, V. Chaitanya, D. Smith, J. Bosland, E. Titus, D. Wagner, B. Montoya, D. Pope-Davis, E. Vazquez, S. Stovall, K. Boberg, J. Libbin, E. Pontelli, M. Chaiken, S. Munson-McGee, J. Hoffman, C. Menking, mmm, S. Stochaj, N. Kellner

**Guests:** G.Y. Liu, X. Xianlian, L. Hong, R. Qing, E. Masson