

ADAC Meeting Minutes

September 12, 2016

Milton Hall, room 85 2 hr.

Type of meeting: Regular ADAC Meeting

Facilitator: Kathy Brook

Notes: Yvonne Mendoza

Attending: Monica F. Torres, Sonya Cooper, Beth Pollack, Enedina Vazquez, Angelina Palumbo, Greg Fant, Kathy Brook, Jerry Hawkes, Rolfe Sassenfeld, Shelly Stovall, David Smith, Denise Esquibel, Norma Grijalva, Jeff Hackney, Mark Cal, Michael Schmelzle, Andrew Nwanne, Tim Ketelaar, A. Nwanne, B. Serban

Guests:

Time:	Agenda Item:	Attendee:
1:00 PM	Call to order	K. Brook
	Approval of Minutes – August 22, 2016	Group
Motion: Motion to approve minutes by E. Vazquez, Seconded by M. Torres Motion Approved		
	Agenda Item – 11.05 Intellectual Property Management	G. Fant
<p>When a new policy is being considered, the policy goes before the Assignment Advisory Group (AAG). AAG determines whether the policy is on the academic or administrative track. This policy would then go through the process, whether it would go through Faculty Senate or not. There's an opportunity for feedback from this group.</p> <p>Concerns:</p> <p>S. Cooper stated that it would be good to know what exactly is being changed on the existing policy. A red line version will be distributed to the group.</p>		
	Zero to Four (non-licensure) Concentration	E. Vasquez
<p>The College of Education would like approval of their proposal to move the Zero to Four (non-licensure) Early Childhood track concentration, to the BAS, Major in Applied Studies.</p> <p>Motion by E. Vasquez, and seconded by B. Pollack, motion approved.</p> <p>The curriculum for the concentration would remain the same.</p> <p>There is also an issue of Banner currently not being able to distinguish the BS and BAS degrees. This is action is only shifting the concentration.</p>		
	ADAC Bylaws	K. Brook
<p>The updated version was distributed.</p> <p>Changes were presented on the updated version (highlighted).</p> <p>Associate Deans Academic Council, section C Membership: to include the Office of Accreditation</p> <p>Voting, section E. 1., ADAC members may participate in person or virtually. A quorum is required for ADAC to conduct business and is defined as a simple majority of voting members.</p>		

Discussion on the feedback from D. Sedillo, concerning the Office of Student Engagement membership, and not being part of that unit. There was consensus amongst the group to add the Student Affairs and Enrollment Management office to the membership section of the ADAC Bylaws. The department would then make the decision to have someone present at the scheduled ADAC meetings. Kathy Brook will amend the bylaws to reflect the change.

Motion by J. Hawkes to approve the ADAC Bylaws as amended with the changes, seconded by B. Pollack, motion approved.

	Catalog language on Academic Probation	S. Cooper
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The catalog language on academic probation will be placed on September 26, 2016 agenda.

	University Outcomes Assessment Council	K. Brook
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The University Outcomes Assessment Council is seeking a representative of ADAC to participate as a voting member on the UOAC. The previous member of ADAC representation on the UOAC was Norice Lee. The UOAC meets once a month, first Tuesday on the month in the afternoon (1:30-3:00).

Jerry Hawkes (ACES) volunteered to represent ADAC

	Aggie Pathways M. Torres	M. Torres
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The Aggie Pathways program was designed originally to assist those students with low GPA's that are not eligible to come to NMSU. It has been expanded to include all students at the community colleges who are interested in transferring to the Las Cruces campus. There is a working group that consists of: the registrar's office and the admissions offices both at DACC and NMSU.

Aggie Pathways would provide a supportive environment with a set of services to help students transition from the community college to bachelor's programs on the main campus. A cohort model /learning community experience is the goal.

We have 5 learning communities (grouped classes), where faculty will be working together; currently 15 faculty members are involved in the communities.

- Gadsden Center
- NMSU Campus
- 2 DACC – Espina
- 1 DACC – East Mesa

Peer mentors (Navigators) will be provided as support. They will be checking in with students, and assisting with resources.

Students will also be given the opportunity to connect with NMSU through visits and classroom participation in academic culture, with the assistance of the Admissions office staff. Advisors will be going into the classrooms, with special advising sessions for those students in the Aggie Pathways program.

Currently there are 300 students in the program. 150 are in the Aggie Pathway Seminars program, and the others will have peer mentors attached to them something like the Navigators role.

M. Cal stated that there are about a dozen students at Alamogordo interested for the 2017 Spring semester.

A. Nwanne stated that they (Carlsbad) have been reviewing the application process and looking at each group closely, along with the GPA requirements. They are trying to channel as many students as possible into the NMSU main campus.

B. Serban stated that NMSU Grants Community College, Student Services, has attempted to create a cohort but has not been successful. There's been some good discussion amongst the faculty but nothing has transpired.

	Round Table	
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J. Hawkes - College of Ag will be hosting a first generation college student event, at Skeen Hall Rotunda

K. Brook - ADC brief report: Kathy Agnew reported on the FLSA changes and announced to the committee that some training will be available on how to be a non-exempt employee and as well as how to supervise non-exempt employees. Units can request sessions to take place in their colleges.

Quality Initiative: Shelly Stovall presented on what we have learned by looking at syllabi and student writing. The Provost emphasized that NMSU's commitment to the Quality Initiative needs to remain firm, and he expects every dean to keep this in mind. The next step (suggestion) would be sharing best practices and resources/ideas.

Aggie Experience will be held on three dates: October 8th and 29th, 2016 and February 20th, 2017.

G. Fant - sent out Math and English learning objective documents from the state; if there's any feedback, please send it sooner rather than later. For clarification the English 218 document has Carlsbad's course as a specialty, and that was a mistake.

N. Grijalva - Early Progress Grades are coming up in a couple of weeks. Opens on the 6th Friday and closes on Tuesday following.

D. Esquibel - we received 3 graduate program handbooks (general programs) from 3 departments/colleges. Grad School is working with the registrar's office in creating the MAP acronym for Accelerated Master's Program. Dean Reyes and others had a very productive trip/meeting in Mexico. There will be 23 students in the Spring 2017 in Engineering and we're looking at an 25 additional students for the Summer 2017. The program goal with Mexico is to bring 50 students a year, to NMSU. The graduate school hopes to get enrollment up.

J. Hackney - meeting this afternoon over the FLSA regarding those with PhD going non-exempt.

B. Pollack - in speaking to a former student at the US- Embassy in Mexico there is an enormous opportunity for every college to engage/participate in recruiting fairs being held (November). Information will be sent out to all Deans.

E. Vazquez - College of Education is looking at another assessment tool to replace TK20 (used for about 10 years). Exploring other options in accreditation data collection. Would like to know/feedback on what other colleges are using to collect data.

B. Serban - Bill stated that he stepped in to assist the Library at Grants, due to having staff out, and vacancies. He hasn't answered questions at the Library's reference desk since 1985.

Thank you Bill!

3:00

Adjournment