

ADAC Meeting Minutes
January 14, 2013, 1:00 p.m.
Corbett Center New Mexico Room

Members Present: Donna Alden, Mark Andersen, Lisa Bond-Maupin, Kathy Brook, Sonya Cooper, Gladys De Necochea (proxy for O'Donnell), Greg Fant, Norice Lee, Jim Libbin, Margaret Lovelace, Beth Pollack, Loui Reyes, Soum Sanogo, Shelly Stovall, Debra Teachman, Jacobo Varela (proxy for Zimmerman), Donna Wagner

Members Absent: Breeana Sylvas

Guest: Natalie Kellner

Staff: Mari Langford

1. Approval of 12/10/12 minutes as amended. Motion to approve by Kathy Brook, seconded by Debra Teachman. Unanimous approval.
2. Planning
 - a. BTV Strategic Plan-Natalie Kellner stated that Dr. Jordan intends to streamline processes, so colleges are empowered to do their jobs. BTV planning directives for colleges is in flux, however, most colleges have some form of strategic plan in place. A research component will likely be added to a future document, but colleges should focus on short term priorities and meaningful planning until a new president is in place.
 - b. Budget Exercise-Dr. Jordan will establish financial priorities by January 25 and expects to announce a budget process shortly.
 - c. Academic Department Review-The working group and department heads piloting an annual department review has been put on hiatus until March. The provost will determine if a university procedure will be established, however, academic reviews should continue in departments since there is value in speaking with faculty, determining future direction, and developing new programs, and requesting additional resources. The working group will make recommendations to the provost including frequency of review, using accreditation reports, employing Digital Measures effectively, disseminating centrally-provided data to all departments, assessing progress towards goals, and connecting resources to trends. Dr. Jordan will consult with the deans, and then decide action. Discussion about getting input from various factions before the process was finalized was stressed.
3. One-time CAFS-The process for one-time CAF approval was clarified to mean that Greg Fant will send ADAC an e-mail alerting the committee that approval is being sought. He will wait 24 hours for comment before approving. Jacobo Varela will approve one-time CAFS for spring courses, so registration may proceed.
4. Status of CEL-Donna Alden compiled university policy regarding the elimination of an academic unit in a handout. Provost is accepting proposals on where to relocate unit responsibilities such as professional faculty development like CEUs, Teaching Academy, and Canvas training. BIS/BAS degrees are moving to A&S. The provost's office will work the faculty senate and its workgroup to explain the

rationale. Beth Pollack stated that there will not be a 9-credit rule for these programs. The catalog will be amended to reflect this exception. July 1 is the target date to transfer the BAS/BIS, but Dean Slaton may be interim dean of CEL for a year during the transition.

5. Role of Graduate School-Loui Reyes was charged with retention and degree completion tasks. His handout presents four outcomes for optimal degree completion.
 - a. Delineating roles and responsibilities of departmental graduate coordinators
 - b. Creating/revising departmental graduate student handbooks
 - c. Establishing effective relationships with student support services units
 - d. Strategic planning for the following academic year

The grad school would like to strengthen programs and employ policies, practices, and curriculum to make informed decisions to increase degree completion. Loui Reyes encourages responses to the Graduate Education External Review (GEER) findings. The grad school identified eight short and long term strategies based on GEER. Other updates by Loui include the graduate school move to the Educational Services Building, fully electronic dissertations by May 2014, and creation of vision at community colleges to inspire students in graduate education.

6. GEER-Jim Libbin commented that the report is critical of processes including admissions. There were several mentions of academic associate deans that we should review and consider this group as a forum for policy. Donna Wagner agreed and pointed out that there were consistencies with the GEER findings and the Huron Group report. Discussion regarding historical allocation of GA funding and delayed notification of funding because of legislature action is problematic in recruiting top students. Jim Libbin and Sonya Cooper have devised weighted criteria to allocate GAs among departments and programs and will share those with the members.

7. Announcements

A NSR for Military students is scheduled for Tuesday, January 15. See Jacobo for more information.

Jim Libbin said that Dean Catlett returns to the office soon. The ADC will be discussing an alumni giving database and the relationship between the foundation and colleges and enrollment projections.

Sanogo stated that the faculty senate will discuss the dissolution of CEL and a memorial to support the chair of Employee Council becoming an ex-officio member of the BOR.

8. Motion to adjourn was made by Beth Pollack and seconded by Norice Lee.
9. The next meeting is scheduled for Monday, January 28, 1:00 p.m., Corbett Center's NM Room. Please send agenda items to Donna by Friday, January 25.