

ADAC Meeting Minutes
July 9, 2012
Corbett Center – NM Room
12:15 – 1:32

Call to Order: 12:15 by Donna Wagner, CHAIR

New to ADAC: Breeana Sylvas, ASNMSU President, Jim O'Donnell, Interim Associate Dean for Education, replaced Robert Rhodes. Jane Boykin, Administrative Assistant.

Present: Jim Libbin, Milen Barnick (for Loui Reyes), Beth Pollack, Shelly Stovall, Kathy Brook, Jim O'Donnell, Donna Wagner, Timothy Ketelaar, Norice Lee, Debra Teachman, Margaret Lovelace, Greg Fant, Breeana Sylvas, Mark Anderson, Jane Boykin

Absent: Sonya Cooper, Mrinal Virnave, Michael Zimmerman

1. Approval of minutes from June 25, 2012 ADAC Meeting.
 - Minutes were approved with one correction. Lisa Bond-Maupin represented herself, not Beth Pollack. Motion made to approve minutes as amended by Kathy Brook, seconded by Jim Libbin. Approved unanimously.
2. Dropping students from courses which have prerequisite errors – Kathy Brook
 - Report is generated via Cognos at the end of each semester listing students who have enrolled in a course without first completing the prerequisite
 - Instructors can do an Override to add the student without the prerequisite flag showing
 - Concern about loss of Financial aid and/or a course full when trying to re-enroll
 - Banner doesn't "trigger" the prerequisite
 - Transfer credits don't show up timely, another problem
 - Who should drop the student? The college who is the keeper of the course or should the college of the student's major, drop them from the course?
 - Consensus... the college who is the keeper of the course has the authority to do the drop and cc the associate dean of the student's major.
3. Reports from Greg Fant....
 - a. Approved Certificate/Associate Degree proposals:
 - Approved Certificate/Degree Programs by branch campuses (handout provided)
 - All have an agreed upon curriculum
 - b. NM Higher Education Department Remedial Education Policy
 - Remedial education, known as developmental education or basic skills training
 - Most remedial classes are in English or mathematics
 - 2011 46.2% of NM college freshmen were not prepared for college-level work. This number does not include older students resuming their education. Data is flawed because some courses have CIP codes that are used for both remedial and credit bearing courses. NMHED staff in the process of clarifying these issues.

- 2006 study called “Paying Double” showed that taxpayers pay twice for the same material to be taught in high school then again in college. Remediation costs billions of dollars a year nationally at the community colleges alone.
 - Remediation for students close to the college-readiness cut score, do well. For students who need more remediation, the return on investment drops. Students are discouraged having to take multiple classes earning no credit as well as using up their financial aid and no progress is made toward a degree.
 - Different approaches are being explored.
 - According to the College America Report, NM is listed dead last
 - Affects all Higher Education institutions, 2 year and 4 year
 - Each college must have a plan of action and form committees
 - Email any ideas or comments to Greg Fant on how to handle remediation here at NMSU.
- c. High Technology Workforce Development
- What is happening in your colleges that fall under this heading?
 - Send me an email and let me know
 - Topics: Innovations, Telecommunications, Advanced Water Systems
- d. Campus Restriction Clarification
- If an “articulation program”, students can take courses at DACC
 - Lower tuition costs, courses are online, convenience factor
 - Student can get a degree at one campus and a certificate at another
 - Helpful to staff members seeking a degree and taking courses online versus classroom
 -
- e. Syllabi wording – Title IX, Disability, etc.
- Changes in the OIE and Student Accessibility areas requires statements to be included in the syllabi, along with contact information
 - Faculty members are also encouraged to include a plagiarism statement
 - To get help in writing good syllabi, the Teaching Academy has excellent resources at <http://teaching.nmsu.edu/Resources/rubrics/index.html>. Username: faculty, Password: goodteaching (all one word, lowercase).
4. Faculty Senate Report – Tim Ketelaar
- a. Faculty Senate Elections and Ballots
- Several faculty did not receive ballots during the spring election and voting
 - Consultation with General Counsel and Administration, a new election was necessary for all three ballot items: Faculty Senate Chair, members of the Faculty Grievance Review Board and changes to the Faculty Senate Constitution.
 - Will conduct a re-do of the election and ballots in August when faculty return for the fall term. Results will be at the September meeting.
- b. Academic Misconduct
- Committee assembled by the Provost’s office to make good progress on proposed changes to the policy and procedures for Academic Misconduct
 - Need to distinguish between different levels of misconduct (Type I and Type II offenses/sanctions)

- Create a university wide Academic Misconduct Board, run out of a Office of Academic Integrity
 - Create a flow chart to represent procedural steps that are taken when an allegation of Academic Misconduct occurs
 - Possibility of utilizing a special “F” grade to denote failure of a course on official transcripts due to academic misconduct (modeled after Oklahoma State and Kansas State university’s policies).
- c. Fact Sheet on NMSU Faculty Salaries
- Faculty Senate’s Working group introduced a “Fact Sheet” representing faculty views on compensation.
 - Working group plans to meet with the Provost this summer to present these ideas, learn about our institutional strategies for compensation, and possibly produce a Memorial this fall, with a call for action or commentary on our institutional challenges regarding faculty compensation.
5. Review/approval of (3) “One Time Only” FAFs – Donna Wagner for Sonya Cooper
- EE 564 – to indicate that it is cross-listed with C S 573
 - EE 109 - # of credit hours changed from 3 to 1
 - SMET 101 - # of credit hours changed from 3 to 4 with addition of service learning component
 - All changes approved and given to Greg Fant for his signature
6. Other
- Norice Lee – moving archives from 2nd to 4th floor at Branson. 4th floor will have a lock down.
 - Milan Barnick – graduate assistant orientation – dates forthcoming
 - Jim O’Donnell – “one time only” CAF for C EP 300V – a VWW – also approved and given to Greg Fant for signature
 - Motion made to adjourn – Milan Barnick
 - Seconded by Beth Pollack
 - Meeting adjourned at 1:32 pm

Next ADAC Meeting
 July 23, 2012
 Zuhl Library Conference Room, Room 225
 12:15 – 2:30 pm