

ADAC Meeting Minutes
December 10, 2012
Corbett Center New Mexico Room

Members Present: Donna Alden, Mark Anderson, Lisa Bond-Maupin, Kathy Brook, Sonya Cooper, Greg Fant, Norice Lee, Jim Libbin, Margaret Lovelace, Jim O'Donnell, Beth Pollack, Breeana Sylvas, Soum Sanogo, Debra Teachman, Jacobo Varela (for Mike Zimmerman), Donna Wagner (chair)

Members Absent: Louie Reyes, Shelly Stovall, Michael Zimmerman (proxy attended)

Staff: Jane Boykin, Mari Langford

1. Call to Order at 1:05 PM
2. Approval of Minutes as amended from November 12, 2012. Motion to approve by Jim Libbin, seconded by Kathy Brook.
3. Announcements
 - a. Boykin's Retirement-Donna Wagner announced Jane Boykin's retirement. The council presented her with a flowers and appreciation. Mari Langford will temporarily be taking over Jane's duties.
 - b. Faculty Senate: Soum Sanogo updated the council on Faculty Senate actions including approval of a regularization policy with a 0.67 FTE; a memorial eliminating the GA's two-week lag pay schedule, since it presents a significant hardship at the beginning of the semester; and a memorial to eliminate additional tuition charges for GAs taking 10 to 15 credits if they are in good standing and have approval from their department head and deans. The senate also discussed ways to make the campus bike-friendly campus and will seek student input on this issue. Concerning the presidential search process, the majority of faculty senate, 20 members, supported utilizing an internal search committee (one committee to solicit and select candidates) and one senator voted to hire an outside firm. Twelve senators voted for another option that will be defined at a later date. The senate is developing a profile of the ideal NMSU president. A question was asked why there was an objection to the use of an outside firm. Soum Sanogo replied that since previous outside firms have not produced stable leadership, they are possibly making biased recommendations. The cost of using an external firm was estimated at over \$100,000.
 - c. Provost's Office: Greg Fant stated that HED sponsored a conference on developmental education that was motivated by a sense that the state is paying for developmental math and English courses twice. Attendees of conference seemed to have a lot of resistance. Concerns were raised about what is best for the student. The conference attendees discussed supplemental instruction approaches, including hybrid courses, summer bridge instruction, paired classes, and the use of standardized assignments. Students get discouraged by low credits earned taking developmental classes. Skepticism about the validity of placement tests was widely expressed at conference. Fant elicited discussion about shortening the seven day model to add courses after the semester begins. A presentation by a representative from San Diego

State revealed that a 48 hour window increases retention. The council was in favor of a shorter add period. Students are not invested to attend during the registration changes. Breeana Sylvas stated that ASNMSU has asked for a reduction too. Also discussed were clear degree maps for students along with a no drop/no add policy. Mike Zimmerman would be able to provide historical information on why the current policy is seven days. The council expressed interested in raising the fee for late degree applications as well as late registration, however, students must be reminded of deadlines in several ways via e-mail, in syllabi, and on course schedules. The VWW recertification committee met last week. A test run on recertifying one course has been completed and the website is being developed. Volunteers are being sought to review the recertification procedure. Debra Teachman said the process took about two hours to complete.

- d. ADC Meeting: Donna Wagner reported that during an ADC meeting, Interim-Provost Jordan relayed a message from President Pacheco; Jay Jordan was asked “to get out of the way and let the deans do their jobs”. The provost’s office will not be involved with sabbaticals and will soon not be involved in hiring faculty except in unusual cases. The responsibility will be shifted to college deans. Affirmative action plan needs to be better communicated. HR liaisons and business personnel felt that HR was trying to shift their work onto the colleges. The provost’s office will be available as a consultant. The provost’s office will review their current policy of new line request only once a year during the budget process. The moratorium on regularization of temporary faculty working 0.50 FTE over four academic semesters will be extended for another year. At the Academic Review Panel there was discussion of departments that voluntarily went through the process. Jay Jordan expressed concerned that faculty was not adequately involved. He is reviewing the need for a comprehensive annual analysis. He is interested in accreditation becoming the evaluation except for departments that do not have accreditation. The department review committee will meet again in March to discuss further.
- e. Scheduling: Kathy Brook asked about the status of Ad Astra. Jacobo Varela responded that testing is ongoing, and an announcement on its status is forthcoming maybe within a week or two.
- f. New Student Registration (NSR): There is an increasing burden on colleges to do more for NSR. There will be a two day, overnight event scheduled during the summer Registration and advising will not change. There will be morning and afternoon groups and the Albuquerque trips are eliminated. Julie Webber is involved in planning the activities and Danielle Staley is advising. There was concern that a council comprised of advisors is meeting to make decisions and commit resources but is not reporting to ADAC. Greg Fant will contact Bernadette Montoya, since their bylaws state they report to the provost. The chair is Crystal Ley. Sonya Cooper requested a copy of the bylaws be provided to ADAC. The group agreed that there is a need for more academic advisors.
- g. ASNMSU: Breeana Sylvas reported that two resolutions passed by the senate; one regarding the required attributes of next president and the need for stable leadership; and that the presidential search committee needs to appoint a student at large and include the ASNMSU president. ASNMSU’s new website is expected to go live in

January 2013. Breeana Sylvas announced that the student tailgate site will be landscaped.

- h. Library: JSTOR Duplicate Print Journal Project – Norice Lee explained that JSTOR is an archival collection of downloadable digitized journals. NMSU Library subscribes to four JSTOR archive collections. Because of building structural problems, duplicate print JSTOR volumes will be removed from the collection. There are 438 heavily used titles within JSTOR. Comments are being solicited from faculty regarding digitizing volumes.
 - i. Alamogordo Community College Accreditation: Debra Teachman announced that the HLC accreditation visit is scheduled for February 11-13, 2013.
 - j. CAF Approval: Jim Libbin requested approval for AEECD 526 – Herbal Food Supply to require instructor consent to register. He also requested a meeting to review the Graduate Education External Review Final Report found at <http://plan.nmsu.edu/files/2012/08/NMSU-Final-report-Nov-8-2012BD.pdf>
4. Adjournment
Motion to adjourn made by Beth Pollack, seconded by Sonya Cooper.
 5. Next ADAC Meeting
The next meeting is scheduled for Monday, January 14, 2013, 1:00 pm, Corbett Center, NM Room. Please send agenda items to Donna by Thursday, January 10.