

ADAC Meeting Minutes

January 23, 2017

Milton Hall, room 85, 2 hr.

Type of meeting: Regular ADAC Meeting

Facilitator: Kathy Brook

Notes: Yvonne Mendoza

Attending: Kori Plank, Dacia Sedillo, Liz Ellis, John Roberts, Angelina Palumbo, Monica Torres, Greg Fant, Denise Esquibel, Kathy Brook, Mark Cal, Jeff Hackney, Ellen Bosman, Beth Pollack, David Smith, Rolfe Sassenfeld, Shelly Stovall, Jerry Hawkes, Sonya Cooper, Andrew Nwanne

Guests: Liz Ellis, General Counsel Office

	Agenda Item:	Attendee:
	Call to order	K. Brook
<p>Approval of Minutes – November 28, 2016 Motion by Beth Pollack to approve the November 28th, 2nd by Jerry Hawkes, motion passed.</p> <p>Approval of Minutes - January 9, 2017 Motion by Jeff Hackney to approved the amended minutes, 2nd by Monica Torres, motion passed.</p> <p>Group</p>		
	Portal to NMSU resources for the business community (Corporate Engagement)	K. Boberg
<p>Corporate Engagement presentation by Dr. Kevin Boberg, Vice President for Economic Development.</p> <p>On May 16th 2016, the Legislative Finance Committee (LFC) asked that higher education contribute to its own benefit as well as the benefit of the state by increasing its commitment to corporate engagement. They recommended looking at a Kansas State University white paper on the subject. Corporate relations offices that fit the models described by Kansas State exist in the majority of our peer institutions, including institutions in Texas, Oklahoma, Colorado, Arizona, Utah and California. The models that Kevin suggests looking at are Michigan, Michigan State, Arizona State, and MIT.</p> <p>These offices generally encompass corporate sponsored research and development. At NMSU, if we take PSL out of the equation, business-sponsored research accounts for only 5% of the contracts and 1% of the value of contracts.</p> <p>In the future federal sponsored research is expected to decline so, If we want to increase sponsored activities at universities, we have to look to corporations.</p> <p>Sponsored research from outside allows us to attract, and retain faculty, staff and students. NMSU needs to demonstrate and be committed to corporate engagement for the benefit of campus, community, and company.</p> <p>At the system summit there was discussion of adopting Economic Development as a priority, while staying focused on corporate engagement. Unanimously the Deans and campus community Presidents agree corporate engagement is a way to fulfill our economic development aspirations. Right now businesses do not know all of our expertise.</p> <p>In collaboration with the colleges and associate deans for research NMSU now has a searchable database for our research laboratories and facilities. Also in collaboration with associate deans for research, a database has been built for NMSU's human capital. (This is not to be confused with the CV's through Digital Measures.)</p>		

Where Dr. Boberg needs help now is the professional, executive, and continuing education part of the portal. Please send any links that reference professional education.

Dr. Boberg will send Dean Brook a copy of the power point presentation to share with the group.

Scholarship Award Process

Lisa Osborne and Tina Byford were not able to attend the ADAC meeting. The subject will be placed on the agenda for next meeting.

Greg stated that the Scholarship Task Force has been working on moving up the awarding period. This would allow the students to get their scholarship awards sooner.

Catalog Updates

L. Ellis / S. Stovall

The NMSU System Academic Regulations: These regulations are effective with the publication of a catalog and apply to all campuses within the NMSU system.

NMSU now has a defined path for distinguishing between Regents' policy and administrative rules and procedures but we do not have a clear process on catalog changes and their approval. Since we face a rising tide of lawsuits and since the catalog is often referred to as a contract, we need to have better procedures for approval of changes.

Because we have a deadline coming up for the catalog, we are going to proceed along as best as we can to determine what has been common practice. The office of legal counsel will continue to be involved in the rules and regulations section because of the need for a legal perspective, to make sure that what we are saying in the document is consistent, that the right stuff is going into the catalog, and the right stuff is going into the rules.

It was stated that the catalog should be written for the student audience. Issues that involve employees will go into the rules.

Below are a few examples of language change and differentiation between rules and regulations and policy.

***Degrees, Majors, Minors and Other Academic Programs of Study**

Recommended changes: On the first page, include all general information that applies to degrees and designations. Then starting in order from community college certificate, associate's degree, and bachelor's degree, etc. include everything that relates to that particular degree

***Catalog Effective Period.**

Recommended language:

NMSU reserves the right to withdraw course at any time, change fees, rules, calendar, curriculum, degree programs, degree requirements, graduation procedures and any other requirements affecting students. Except as otherwise stated here, changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled.

Kori Plank will be checking into the **"NOTE: "on the document stating: *Special provisions consistent with the NMSU Servicemembers Opportunity College (SOC) and other agreements apply for active military and veterans. See the Military and Veteran Programs section for more information.***

What does this relate to, and what does it mean?

***Associates Degree –**

What does it mean when it states, "NMSU awards both designated and undesigned associate degrees ..." Is this information needed by students?

Language change related to the associate's degree: "... *the last 15 to 30 credits must be completed at NMSU.*"

The transfer degree statement on the document needs to be deleted.

***Baccalaureate Degree (Bachelor's Degree) –**

NMSU has really spelled out the university wide requirements that apply to baccalaureate degrees, but we have not identified university wide or system wide requirements for the associate's degree.

New rule on minors and transfer credits – 12 credits of any minor must be earned at NMSU.

It was suggested that the review and approval of this part of the catalog could be the responsibility of the University Curriculum Committee. At this time, because we are expecting an HLC visit and the target date to publish the new catalog would be the end of May or early June of 2017, we will move forward with submission of issues you have on the regulations section of the catalog to Kori, Shelly, and Greg. They will then incorporate edit, and send back to ADAC group and then to Legal.

Kori will be sending out the whole document of regulations, everything that falls under academic regulation. It was also suggested that she separate the sections, and send them out to the group by sections for review, and issues be submitted. ADAC group has been working on certain sections already.

- Kori will send the whole regulation document to ADAC group.
- ADAC group will document issues, or concerns, clarification of language

	Proposal to Process CAF's once per year	B. Pollack
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Dr. Pollack's proposal – "proposal for submission of CAF's once a year in the fall"

She stated that this would help our catalog to be updated and consistent with degree audits. It would allow us to have the CAF system open longer and promote better discussion and review of CAFs. It does not prevent community colleges from responding to industry/job related needs. It would also not preclude having a CAF submitted in the Spring to address a one-time only issue.

Beth Pollack also suggested to Kori that 5yr deletions take place in time to have the course deleted from the published/online catalog, so that whatever is there is "truth in advertising."

Motion to approve the submission of CAF's once a year in the fall by Beth Pollack and 2nd by Sonya Cooper.

The motion passed with one "No" vote.

Effective Fall 2017 we will consider CAFs only once a year. Kori will send Dean Brook the dates for the CAF cycle.

	International Studies Minor	B. Pollack
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The International Studies minor has been approved by the Arts & Sciences College and will allow students regardless of their majors is to develop a broad understanding of international and global issues.

Requirements:

Students must complete 18 credits of course work with at most two courses from the major; FLIP courses could be included. Students are encouraged to consider at least a week of study abroad.

Dr. Pollack will send out the updated version of the International Studies Minor to the group.

	Catalog Language on Academic Sanctions	J. Hackney, K. Brook, S. Cooper
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Kathy Brook sent out the updated/edited document on academic standing.

Changes noted:

first sentence changed to "... good academic standing."

- under academic warning fourth bullet changed "counselor" to advisor
- under academic probation I #4 to be deleted
- under academic warning #2 change from "department head" to "... associate dean or vice president for academic affairs..."
- under academic probation II #2 will be deleted.
- Reference to the contract word on the document, we will replace with plan and will be repeated under every sanction area.

The paragraph stating, “The associate dean or vice president for academic affairs may place the student on Academic Probation I should the student not adhere to the stipulations of the contract.” will be deleted.

Kathy Brook will clean up the document and will send out to group.

Andrew Nwanne stated that international students could be placed on probation I but not probation II.

Subcommittee on chapter 6 of ARP	K. Book
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Group should review chapter 6, document what they are most concerned about, and address that material.

Round Table	
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Angelina Palumbo – Garcia Annex, January 31st, and Aggie Underground, February 1st.

Kori Plank – Reminder 5 year deletions are due on January 30th. Please remind faculty that justification needs to be more specific. We have 5000 active courses but we teach only about 3000 every semester, so we are misleading students about the availability of courses.

Greg Fant – HED has submitted a bill at the legislature, which supports the activity of Mega Majors, common course numbering, and general education. The bill reduces the state requirements on general education credits. The final version will be shared, and as the bill moves forward, he will provide updates. The Provost requests feedback from faculty members on the general education proposal.

Ellen Bosman – The Library signed a contract for an online system to run the whole library.

Shelly Stovall – thank you on the response on advisory boards. She will be contacting departments on the success of our alumni and request a list from the departments. Sections of the HLC assurance document will be sent out next week, providing an opportunity for input from across the campus.

Rolfe Sassenfeld - Faculty Senate has 3 propositions; one on faculty credentials and two on intellectual property. Also three propositions were approved at the last meeting – the VWW wavier passed, the name change from Women’s Studies to Gender and Sexually Studies, passed, and a memorial to develop a 5 year plan to improve NMSU’s research standing was passed. Upcoming proposals include limiting general education to 25% of undergraduate curriculum and, the name change from Surveying to Geomatics. Dacia Sedillo will be talking about strategic enrollment planning. Anyone with a proposal or agenda item needs to submit it by Wednesday at 4pm.

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Adjourn: 3:06 pm#