

# Agenda

# ADAC Meeting Agenda

3/11/2013

2 Hours

New Mexico RM, Corbett Center

Type of meeting: Regular

Facilitator: Donna Wagner

Note taker:

Sonya Chrisman

Please read: Graduate  
Certificate Proposals (2);  
Strategic Planning and  
Crosswalk

Please bring:

## Agenda topics

Approval of Minutes – 02/25/2013

20

Graduate Certificate Proposals

Miriam S. Chaiken

- Museum Studies
- Cultural Resource Management

Addition to the Agenda – Other Business

30

State-By-State Authorization

Greg Fant

15

ADAC Response to External Review of Graduate  
School

Group

10

Pre-Registration Update

Mike Zimmerman

10

Faculty Senate Update

Soum Sanogo

10

Dean's Council Update

Donna Wagner

25

Other Business

Special notes:

# Minutes

# ADAC Meeting

3/11/2013

2 Hours

New Mexico RM, Corbett Center

**Type of meeting:** Regular

**Facilitator:** Donna Wagner

**Note taker:** Sonya Chrisman

Attending: Guests: Miriam Chaiken, Natalie Kellner. Members: Greg Fant (Deputy Provost), Soum Sanogo (Faculty Senate), Shelly Stovall, Donna Alden, Michael Zimmerman, Kathy Brook, Jim Libbin, Norice Lee, Mark Andersen, Beth Pollack, Lisa Bend-Maupin, John Walker, Jim O'Donnell, Lou Rayes and Debra Teachman.

## Agenda topics

Approval of Minutes

Discussion:

Conclusions: O'Donnell-Motion to accept, 2<sup>nd</sup> by Libbin, Motion carried

Action items:

Person responsible:

Deadline:

Action items:	Person responsible:	Deadline:

20	Graduate Certificate Proposals		Miriam S. Chaiken
<p><b>Discussion:</b> Advising students to take clustered courses. Proposal would increase professional opportunities. Attract new students and show that there is a coherent linkage of courses. Not offered on-line because they are very hands-on classes in the field. Maybe go on-line in the future. Because laws change quickly for information that is taught in classes, it would be very difficult to transfer in classes. Appeal to people working in Land Management agencies or in museums. There is a market for these certificate programs locally. Greg Fant - Federal website for certain positions that list academic expectations of what is required. Even if the degree is completed, the degree must contain certain required classes. HCL approval for Graduate Certificate programs. Will current programs be grandfathered in? Fant is not sure.</p>			
<p><b>Conclusions:</b> ADAC will help Chaiken take the proposals to Dean's Council.</p>			
<p><b>Action items:</b> Reyes-Motion to accept, 2<sup>nd</sup> by Brook, motion carried.</p>	<p><b>Person responsible:</b></p>	<p><b>Deadline:</b></p>	
<p><b>Addition to the Agenda, Other Business – Natalie Kellner</b></p>			
<p><b>Discussion:</b> New agenda item added. Presentation by Natalie Kellner on Strategic Planning. This is an umbrella plan for all others. A slimmed-down plan that allows individual Dean's Plans to be more detailed. Requesting feedback from assoc. deans. Not operational definitions. The committee has done a bit of a crosswalk in creating goals. Considering a new goal for creating security on campus in light of the current environment. ADAC questioned the wording under Resource Stewardship that states, "Optimize teaching, research, and service resources through greater philanthropy and alternative revenue." Kellner said that goal is better explained on page 8. Perhaps tweak the goal so it better explains its purpose opposed to the current wording. Take out the word, "optimize." Kellner said to perhaps swap the word, "through," with, "and." Discussed having input from the Dean's Council.</p>			
<p><b>Conclusions:</b> Please forward all feedback to Natalie Kellner.</p>			
<p><b>Action items:</b></p>	<p><b>Person responsible:</b> All members</p>	<p><b>Deadline:</b></p>	

**Discussion:** Looking into which states have the strongest online activity for both undergraduates and graduate students. Not limited to on-line presence, though. Recruiting could be included. Practicum is included. If you have academic activity outside New Mexico, please let Fant know about it. Are internships included? Yes. Working with legal counsel. If activity is in Texas, it should be okay. For example, NMSU has a recruiter in AZ. Must check what AZ's laws are for recruiters. Would NMSU need to register as an authorized educational institution, or does AZ not care? Would NMSU have to register AND pay a state fee, or just register? Fant can find the data needed for online programs. Current students who may be affected by any state laws requiring a fee could be graduated out unless the state's law says no.

**Conclusions:** Fant needs ADAC to help him know what ongoing presence NMSU has out of the state of NM, not including research.

Action items:	Person responsible:	Deadline:
	All Members	

15	ADAC Response to External Review of Graduate School	Group
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**Discussion:** Wagner received minor edits from Brook. Brook did add information that revitalizes the graduate council. Alden wanted to know if the Council needs to be revitalized. Reyes said no, but perhaps receive support from ADAC on the Graduate Council's goals. Reyes says the group meets about graduate education, not about the graduate school. Wagner would like to see the council's meeting minutes. Reyes said the council commissioned a study which showed several students are challenged with how to graduate. Some colleges are not making requirements clear enough. The Graduate School's goal is to assure the quality of degrees. STAR Audit is a resource registrar uses to make it perfectly clear with what classes students still need in order to graduate. It can also help faculty and advisors when assisting students who want to graduate. Must look at issues from the faculty AND student perspectives. Looking into pathways toward graduating. Fant suggested Graduate Council have a presence on more groups on campus. Lee suggested including the word, "vital." Such as support a "vital group." Instead of just reporting to ADAC on Graduate Council's progress, Reyes would like to have approval by ADAC on projects. Alden said it would be nice to have transparency in different groups to open up better communication. Take, "School" out of the name of the report and add, "Education." Wagner wondered if the STAR audit is appropriate for every graduate program since program courses are modified as students refine their programs.

**Conclusions:** Have minutes from the Graduate Council provided to ADAC. Reyes to supply STAR Audit information to Colleges.

<b>Action items:</b> ADAC response to review of graduate education will be amended and distributed to the group by email, and then have it voted on electronically.	<b>Person responsible:</b>	<b>Deadline:</b>
	Wagner	ASAP

10	Pre-Registration Update	Mike Zimmerman
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**Discussion:** Early pre-registration will now be granted to verified veteran students along with Crimson Scholars on April 11. NMSU has a long history of working with the military. Pollack said students must register from home campus. Zimmerman said there may be a few bumps this Fall, but NMSU will work through them. Over 3000 students will be eligible for pre-registration.

**Conclusions:** Request veterans within each college identify themselves in order to take advantage of the April 11 pre-registration opportunity. Keep it internal for now.

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>

10	Faculty Senate Update	Soum Sanogo
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**Discussion:** College of Extended Learning review. Sanogo was in charge. Friday was the last day to draft a resolution. There was no objection to the concept of dissolving the College of Extended Learning. Still need to check on the wording to make sure all affected are comfortable. If all goes as planned, the resolution should be activated in April.

Reinstate a policy to re-instate 5% of overhead funds generated from competitive externally funded research and scholarly activities throughout NMSU. A student library fee created at \$1/credit hour. Going to committee tomorrow.

Proposition to change section 5.25.A.2 of the NMSU Policy Manual. This deals with compensation for promoting faculty. Further committee discussion will be performed.

Proposition to change the name Committee on Committee (COC) within the Faculty Senate to Senate Leadership Committee.

Fant advocates that the Faculty Senate and ADAC simultaneously review the draft called, "The Board of Regents formally recognizes and authorizes the Assoc. Deans Academic Council as a standing university board within the meaning of Policy 1.05.90" so this could be passed before the end of the academic calendar.

Conclusions:

Action items:	Person responsible:	Deadline:
Seek to gain approval of ADAC charge simultaneously with approval from Academic Deans Council.	Sanogo	ASAP

10	Dean's Council Update	Donna Wagner
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**Discussion:** NMSU Police Chief Stephen Lopez said crime reports will be made available to the Dean's Council and that a Safety and Security policy must be put into place because NMSU needs one. Lopez said he would come to any meeting to present.

The need to change Policy 1.05.90.

In lieu of the discussion about crime, Libbin suggested everyone watch the short video, "Run, Hide, Fight: Surviving an Active Shooter Event." <http://www.youtube.com/watch?v=5VcSwejU2D0>

Conclusions:

Action items:	Person responsible:	Deadline:

**Other Business**

Reyes distributed the Graduate Education March 19, 2013 Agenda for review.

Fant said the DE fee will increase for the Las Cruces campus only this Fall. It will be a Course Delivery Fee (CDF). Request to post minutes for public view. Minutes would be posted on the Provost's site. Send the minutes from July to now.

Norice said the Library is hosting an event called Sunshine Week in conjunction with the Journalism Department. Sunshine Week is March 10-16. The national event aims to promote the importance of open government, transparency, and freedom of information. Reception on Wednesday from 4:30 to 5:30 p.m. on the third floor of Zuhl Library. The 1st and 2nd place winners of the student essay contest will be honored, followed by the featured speaker, Walter Rubel, the managing editor of the "Las Cruces Sun-News." Rubel will speak about his experiences fighting for open government and the important role Sunshine Laws play in modern Democracy.

Libbin said in regard to Teaching Assistantship Allocation, there is a review to the status of the allocation mechanism. The procedure is 40-years-old. All colleges should be involved with reviewing how the money is allocated. A report was reviewed in 2006 but never implemented. ADAC needs to keep tabs on this issue because it has a potential to be a huge problem. Only data used is student credit hours. Needs to be updated.

Zimmerman said they have begun review of fractional grading.

Brook asked about the Huron Report. Wagner said it will be on the March 25<sup>th</sup> agenda.

Conclusions: At 3:13 p.m. the meeting adjourned.

Action items:	Person responsible:	Deadline:

**Special notes:**