

Academic Deans Council

Notes from March 28, 2017

1. Consent Agenda

- Meeting notes from February: Moved to approve, seconded, and passed
- Credit hour change for Secondary Education: moved to approve and seconded, motion passed

2. Old Business

Moved and seconded to approve College of Education reorganization with change to current org chart to show changes to develop potential structure.

3. Policies

- **Travel rules. Would like these rules to be approved by the end of the semester.**
 - X.XX: General policies.
 - Y.YY: Travel warnings. Provost signs off on all student travel to areas under State Department Travel Warning. This rule is still being finalized.
 - Z.ZZ: Study Abroad
- **6.26 Credit Hour Calculation**
 - Changes made only to sections A-F. Changes made for distance education.
 - Send revisions to Shelly.
- **Rule 6.55 Distance Education**
 - Faculty Affairs meeting today in HSS 202A; this rule is on the agenda. Feedback will be incorporated following the Faculty Affairs meeting.
 - Dean Pontelli's comments are with Lisa Warren and will be incorporated with other changes from the Faculty Senate
- **Rule 6.67 Experiential Learning**
 - Many concerns on Faculty Talk regarding:
 - Mandatory versus optional
 - Faculty assessment of requirement
 - Registrar can track this and add it to Star Audit
 - Concerns at ADC
 - Loosely defined, lack of resources
 - Wait for committee

4. Standing Reports

- **Commencement**
 - Faculty have signed up for marshals
 - 900 students have currently signed up for morning commencement, 800 for afternoon
 - Engineering students have re-designed confetti cannons
 - Deans will shake hands and give out diplomas for doctorate, masters, and undergraduates
- **ADAC**
 - Working on the front of the catalog
 - ADAC will hold a separate meeting on new advising structure
- **Faculty Senate**
 - Report from Chris Brown was submitted
- **Accreditation**
 - Assurance argument sections are being posted for review when they are ready
 - Faculty Credentialing
 - HR collected transcripts during Flores administration, moved to College or Department during this period.
 - Lists distributed to colleges are based on who teaches. Library should request transcripts from anybody who teaches.
 - Need to ensure transcripts are official, not unofficial

5. Enrollment Collaboration

- Enrollment is all freshmen, transfers, grad
- Need to make sure letters from departments are current (financial aid information might not be correct, advising needs to be updated)
- ACES: Signing event and intent to enroll efforts
- SAEM was unaware of Science Fair so could not be there; there was a complaint to Chancellor's Office that there was no presence from Admissions
- Robotics, Science Fair, and MP event were all on same day, and were not publicized
 - College of Engineering has started a master calendar
 - A&S was unaware of Science Fair
- Doña Ana Community College uses Astra very well for campus calendaring
- All spaces are supposed to be scheduled centrally: this is for safety issues and for space tracking
 - We need to capitalize on events where students are on campus, and this requires coordination
- Hobson's can send out communications from colleges
- First Fridays meetings are for coordination among everybody recruiting across campus.
 - Projections for graduates are the highest ever. Projections for continuing student body: 20% of undergraduate students are graduating. 10% of graduate students are graduating.
- Over 1,000 students have signed up for orientation.

Note: ELR requests go through Andrew for non-urgent cases for next couple of weeks. Ralph Lucero will be working from home.

Attendees: G. Fant, D. Wagner, C. Menking, T. Ketelaar, E. Pontelli, K. Hammond, K. Brook, D. Pope-Davis, B. Montoya, J. Hoffman, L. Reyes, E. Titus, J. Boren, L. Reddi, mmm, A. Osanloo, D. Rutledge, D. Knapp, J. Dupre, D. Sedillo, S. Stovall, D. Smith