

# 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