

Associate Deans' Academic Council Minutes

January 27, 2020

Milton Hall, Room 85, 1:00 – 3:00 PM

Facilitator: Joseph Lakey

Notes: Amanda Barrier

Present: Charles Abasa-Nyarko, Ellen Bosman, Mark Cal, Denise Esquibel, Krystal Espinoza, Greg Fant, Tony Garcia, Norma Grijalva, Jennifer Hodges, Terry Keller, Tim Ketelaar, Joe Lakey, Julia Parra, Henrietta Williams Pichon, Kori Plank, Dacia Sedillo, Harry Sheski, David Smith, Shelly Stovall

Visitors: Kim O'Connell-Brock and Phillip Post

Agenda Item:	Attendee:
Call to order: 1:00 PM	J. Lakey
1. Welcome and Introductions	All
J. Lakey called the meeting to order at 1:02PM.	
2. Additions to the Agenda	All
None.	
3. Approval of Minutes of January 13, 2019 and Correction to November 11, 2019	
The minutes from January, 13 th were approved. The minutes from November 11 th were amended.	
4. MS Athletic Training (2nd read)	H. Williams
Phillip Post and Kim O'Connell-Brock were present to answer questions on the MS in Athletic Training. H. Pichon moved to accept the proposal. T. Ketelaar seconded the motion. The motion was approved by ADAC and will proceed to next levels.	
5. SPED Inactivation Codes	H. Williams
H. Pichon moved to accept the proposal to inactivate four Special Education codes for programs that are no longer being run and do not have any current students. D. James seconded the motion. The motion was approved.	
6. NMSU Catalog Regulations Section	K. Plank
Kori reviewed the Catalog Regulations section changes that are up for review. If there any changes or additions, let Kori know ASAP. The vote to approve the changes will be at the ADAC meeting on February 28 th .	
7. Accommodations	J. Lakey
How to communicate classes with special needs on the schedule proofs was reviewed. The process for faculty to approve student testing accommodations with SAS was also discussed. Further review will be sought once SAS has a new coordinator.	
8. Standard Time Blocks (Proposal to maintain or amend)	J. Lakey
Several alternatives for standard time blocks were discussed, including: <ul style="list-style-type: none"> • MWF courses start at the same time blocks as the corresponding TR section • Eliminate MWF blocks that conflict with two different MW blocks • Eliminate all MWF courses • Keep blocks as they are 	

D. Smith proposed students be surveyed as to whether longer or shorter breaks between classes is desired. The last two options were eliminated. It was decided to have the first two options brought back to faculty in the academic colleges and to various student groups for feedback with a tentative plan for vote at the February 28th meeting.

9. Roundtable

Jennifer – Pointed out that courses being offered for repeatable credits are causing some students problems with their financial aid. Departments should let the Financial aid office know if any of their students are being impacted. There is some confusion surrounding variable credit. Variable credit courses need to be offered for a fixed number of credits in any given semester to avoid different students taking the same class for different numbers of credits.

BUS – It was discussed why the Change of Grade Form is found under the Faculty Services tab in Banner and not on the Records web page.

Tony – Discussed sending out lists of students enrolled in Fall who were not enrolled in Spring to the department of the student's academic program as good practice in retention efforts.

Kori – Catalog deadline is January 29th at midnight.

Dacia – Upcoming AdAstra visit was mentioned. AdAstra link does not function in some browsers.

Julia – Will start forwarding the faculty senate monthly updates. Provided deadline for new propositions to be considered in March.

Denise – There is a special Grad Council meeting Thursday, Jan 30 for an update regarding SLATE implementation. Denise announced a plan to send out lists of Fall 2020 applicants broken down by submitted, missing information. Departments are more than welcome to reach out to these students. The graduate school will try to get all application materials out by Wednesday, January 29th. Changes in existing admission requirements at program level are on hold until June. There is a little HED money left. If you have a qualifying student, send them over to Denise.

Honors – Three Fulbright Scholarship applicants made the list of finalists. We will know in March/April if they were selected.

Greg – IIQ will have an Open House at 9:00 on 1/28. The four finalists for VP of Facilities will be on campus the next few weeks.

Shelly – Starting team training next week.

Meeting adjourned at 2:40