

Associate Deans' Academic Council Minutes

February 24, 2020
Milton Hall, Room 85, 1:00 – 3:00 PM

Facilitator: Joseph Lakey

Notes: Amanda Barrier

Present: Charles Abasa-Nyarko, Ellen Bosman, Don Conner, Mark Cal, Denise Esquibel, Krystal Espinoza, Greg Fant, Tony Garcia, Debbie Giron, Norma Grijalva, Jennifer Hodges, Daniel James, Terry Keller, Tim Ketelaar, Joe Lakey, Seth Miner, Andrew Nwanne, Henrietta Williams Pichon, Kori Plank, Dacia Sedillo, Harry Sheski, David Smith, Shelly Stovall

Visitors: Evan Conner

Agenda Item:	Attendee:
Call to order: 1:00 PM	J. Lakey
1. Welcome and Introductions	All
J. Lakey called the meeting to order at 1:00PM.	
2. Additions to the Agenda	All
None.	
3. Report from ASNMSU	Evan Conner
E. Conner provided an update for ASNMSU: <ul style="list-style-type: none"> • The ASNMSU Supreme Court held a speaker series on mental health on February 12th • ASNMSU's Community Outreach Department held a leadership conference for high school student governments in the surrounding communities on February 21st • ASNMSU Outreach and Activities Departments will be hosting Spring Fling April 18th-24th: <ul style="list-style-type: none"> ○ The Big Event - April 18th ○ T-shirt giveaway - April 20th ○ Splash 'N Dash - April 21st, ○ Earth Day event - April 22nd, ○ Concert at Corbett Outdoor Stage - February 24th 	
4. Approval of Minutes of January 27, 2020 and February 10, 2020	
The minutes from January 27 th and February 10 th were approved.	
5. ARP 6.86 Faculty Availability	T. Keller
T. Keller sought background information on ARP 6.86. G. Fant explained that the current version of ARP 6.86 was intended to give instructors flexibility regarding on-campus obligations. If a faculty member is assigned an office on campus, then the faculty member is required to use it to hold regular office hours for students during academic terms. This does not prohibit special arrangements for faculty doing professional travel.	
6. MS Bioinformatics changes (2nd 1st read)	J. Lakey
J. Lakey presented that the MS in Bioinformatics does not currently have enough students. There are two tracks in the program - life science and computer science - to accommodate students with different backgrounds.	

The department overlooked the fact that an undergraduate course was listed as being a required course for the computer science track. While they work to amend this, the department wishes to revert the computer science track to its current requirements and to move forward with the changes to the life sciences (non-computing background) track.

T. Keller moved to approve. D. Esquibel seconded the motion. The motion was approved.

7. NMSU Catalog Regulations section (1st read for approval)

K. Plank

The document was circulated last Wednesday, February 19th. K. Plank received some feedback which was reviewed by Charles Abasa-Nyarko, Jennifer Hodges, and Denise Esquibel.

Since there were significant changes, the group will vote on changes amended on the floor today. If there are any minor modifications, they can be done at a later time.

T. Ketelaar motioned the approval. D. Esquibel seconded the motion. The updates were passed.

8. Updates on Time Blocks (For vote on March 9)

J. Lakey

J. Lakey surveyed the group to ensure ADAC would be ready to vote at the next meeting. He will send out the final proposal to the group to ensure everyone has to the most updated information. The vote will occur at the March 9th meeting.

9. Withdrawing Students for Non-Attendance

H. Williams

It was decided to add a signature line for the Department Head and change the verbiage to ensure contact is attempted with the student. Student Records will make the revisions and send out another draft for approval.

10. Roundtable

Jennifer – The representatives from EAB (Navigate) were on campus last week to meet with advising personnel from each campus. The soft launch of Phase I is next week.

Kori – College approvals for the catalogs are due March 9th. There are a few pages still pending, Kori has reached out to those Associate Deans that have pages pending.

Krystal – The window for early grades open Friday, February 28th at 8:00 a.m. and will close the following Tuesday, March 3rd at 5:00 p.m

Henrietta – College of Education is completing Zoom interviews for their Dean search. They hope to have candidates on campus in March.

Greg – Please give feedback for VPDLI. The Provost office is working on an email communication about common course numbering. Please start to have these conversations with your departments; required information needs to be in the course syllabus by next spring.

Denise – 207 people requested access to SLATE, but only 114 people attended trainings. Please do not download applications to a flash drive; only access applications through SLATE. Applications contain social security numbers. There are 1,008 applications waiting in the bin, encourage departments to send their feedback. The Graduate School is looking for 2 people to be the SLATE trainers for the college, please send these individuals' names to Denise.

Norma – IT is working on several different applications, if you want anything specific please give her a call.

Joe – Devasthali Hall is opening this Friday, February 28th at 6:30. The Las Cruces International Film Festival will be March 4-8.

Meeting adjourned at 2:45