

Associate Deans' Academic Council Minutes

May 11, 2020

1:00 – 3:00 PM, Meeting Held via Zoom

Facilitator: Joe Lakey

Notes: Amanda Barrier

Present: Ellen Bosman, Mark Cal, Don Conner, Denise Esquibel, Gregory Fant, Tony Garcia, Debbie Giron, Norma Grijalva, Jennifer Hodges, Daniel James, Terry Keller, Tim Ketelaar, Seth Miner, Andrew Nwanne, Julia Parra, Kori Plank, Dacia Sedillo, Harry Sheski, David Smith, Shelly Stovall, Henrietta Williams Pichon

Visitors: Beth Humphreys, Carol Parker, Renay Scott, Kristen Torres

Agenda Item:	Attendee:
Call to order: 1:00 PM	Joe Lakey
1. Welcome and Introductions	All
J. Lakey called the meeting to order at 1:00 PM.	
2. Provost Parker and VP Scott: COVID Response Briefing	All
<p>Provost Parker spoke about student opinions for the Fall semester. ACHA provided guidelines to universities about how to proceed with safely opening campus back up. Today, Provost Parker is looking for ADAC to assist in creating a plan for adaptations to the Fall 2020 schedule. There will be approximately 1,000 changes to the schedule, but the university should keep the schedule as is as much as possible. The university is shifting to all centralized room scheduling for the Fall semester.</p> <p>If Student Records is given course sections that need to be changed across the system, they can do a data sweep and make the changes on the back end. There will need to be a mechanism, or department, that notifies students the course has been altered. Jennifer Hodges has volunteered CAASS to handle notifying students.</p> <p>Provost Parker recommends each College create a spreadsheet of each course that will need to be altered, sent to ADAC for approval, and then over to Student Records and Facilities for implementation. For consistency, Records will provide a spreadsheet with proper headings. The University will aim for a launch date of August 1st.</p> <p>T. Garcia suggested considering building tent structures for instruction and other activities. He also suggested ways to get more potential students to try out NMSU.</p>	
3. Further Fall Schedule Discussion	All
See above.	
4. Fall Roundup 2020, 10/2-3	H. Sheski & B. Humphreys
NMSU – Grants was set to host the system-wide professional development conference, Roundup. The planning team has decided that an in-person conference isn't likely to happen. Would there be an interest in participating in a hybrid conference for 2020 and postponing the conference at NMSU-Grants for 2021?	
5. Additions to the Agenda	J. Lakey
David Smith would like to follow-up on the curricular complexity from last week's meeting.	
6. Approval of Meeting Minutes	All

The meeting minutes from April 27 th were tabled until the next meeting due to time constraints.	
7. Summer Webinars for New and Continuing Students	T. Garcia
The College of Engineering will be hosting a few webinars over the Summer to engage new and incoming students. The College of Education will be hosting 30-minute webinars as well.	
8. Curricular Complexity	D. Smith
D. Smith is forming a small steering committee for individuals to help make this information more useful; looking for 1-2 individuals from each college. Be on the lookout for an email requesting nomination for this committee.	
9. Roundtable	All
Donald – Thank you for submitting your nominations. Don will be reaching out shortly.	
Tim – The Honors College hosted their virtual research symposium – there were thousands of submissions and it all went well. The College also hosted a webinar on Fulbright Scholarships last week.	
Jennifer – Please don’t remove Summer courses until the first few orientations are over. CAASS is anticipating an increase in summer enrollment after finals based on student input.	
Ellen – The Faculty Senate Library Advisory Committee met on Friday. The interim Dean requested characteristics the staff is looking for in their new Dean, those were presented on Friday as well. Materials cancellations may be deeper than initially anticipated due to budget cuts.	
Julia - New Vice-Chair is Susan Beck and Amendment to Prop 9 - Given the system-wide impact that any change to our current grading system will have on faculty and the difficulty that our normal legislative process has had in developing a policy that the various voices can accept, this amendment proposes that Senate leadership work with relevant NMSU staff to administer a system-wide survey of all regular TT or college track faculty to gauge the support for variations on a grading scheme that have been discussed recent deliberations on this topic.	
Henrietta – The College of Education had a failed Dean search.	

Meeting adjourned at 3:00 PM.

Chat Transcript:

Antonio Garcia: Maybe this is the link?

Antonio Garcia:

https://www.acha.org/documents/resources/guidelines/ACHA_Considerations_for_Reopening_IHEs_in_the_COVID-19_Era_May2020.pdf

Donald Conner: have Saturday and evening courses been considered as a means to spreading out?

Terry: and childcare!

Joseph Lakey: Please use chat to put up questions

Renay Scott: What about a Monday - Wednesday - Friday rotation and a Tuesday-Thursday-Saturday rotation? Same for evenings.

Joseph Lakey: Do we have reasonable estimates for seating capacity in classrooms accounting for social distancing? How does that factor into rotating attending students?

Antonio Garcia: Some classroom capacities currently are incorrect for a number of reasons. Also, there are rooms tied to Donations that are used for specific reasons/departments in the college of engineering.

Jennifer Hodges: If we know the totality of the changes, the idea of having advisors reach out to individual students can work. It'll be easier to have a conversation with a student about all of the changes that need to be addressed rather than one change at a time. An individual student may have several changes to make.

Antonio Garcia: Students may either have no work in fall due to the bad economy or have to work more due to a shortfall of income. That may cause a problem with going outside of the usual time block.

Jennifer Hodges: The outreach might need to be two steps - this is coming and then what to do about it. The student won't be able to figure out a final schedule until the schedule changes are posted.

Donald Conner: Would 30 students max be a rule for depts. to use in building spreadsheets?

Carol Parker: Maybe the group to survey about Saturdays and evenings is the FACULTY

Carol Parker: I wish we knew if the students who wanted to be on campus are majoring in nursing, engineering, theater, etc.

Antonio Garcia: Can we add computer areas and printing capacity while following the SD and campus health guidelines? Students have a need for connectivity and computer access.

Norma Grijalva: I can try to find out if we can dice the data that way

Renay Scott: All - I need to sign off for another meeting. Thank you for the invitation and consideration of the students' needs

Jennifer Hodges: you read my mind!

Antonio Garcia: No.

Seth Miner: Yes

Antonio Garcia: Catalog is not even published until June 1

Denise Esquibel: We also need to consider the international students who are unable to attend face to face, but will need the online classes made available

Dacia Sedillo: Catalog isn't really related to schedule.

Antonio Garcia: Yes, its related due to courses being published. Students should guide themselves on that.

Dacia Sedillo: The advisors, who are seeing students at AWO, have already seen the Catalog mods.

Antonio Garcia: August 1 seems more doable.

Seth Miner: absolutely

Seth Miner: Yes, we have Orientation Leaders that could assist that as well

Antonio Garcia: Sounds good.

Jennifer Hodges: The messaging needs to go to faculty as well. So that we are all on the same page.

Julia: Jennifer, I agree that faculty need to get this messaging as well

Antonio Garcia: <https://www.insidehighered.com/quicktakes/2020/05/07/steep-decline-fafsa-renewals>

Jennifer Hodges: Tony, is this something that would be appropriate to share with new students at AWO?

Antonio Garcia: Yes. Once we have a schedule.

Jennifer Hodges: Tony, please send me the details when you have them. We might be able to use Navigate to help promote.

henriettawilliamspichon: 7:00 am does not work. :-)

Antonio Garcia: OK. Thanks

Jennifer Hodges: We have transfer orientation on May 26th

Antonio Garcia: Yes. That would be a good deadline. I will work on this with Chelsea Lester our new UG Program Specialist.

Gregory Fant: I found this blog a good reference for thinking about the mechanics. It was referenced in the Times this AM. https://www.erinbromage.com/post/the-risks-know-them-avoid-them?campaign_id=9&emc=edit_nn_20200511&instance_id=18384&nl=the-morning®i_id=123568773&segment_id=27239&te=1&user_id=b35240fa6e9dcd3db1a6bfca8d6d7b80

Antonio Garcia: Thanks!

Jennifer Hodges: That's a great reference - I read it this morning.

Julia : New Vice Chair is Susan Beck and Amendment to Prop 9 - Given the system wide impact that any change to our current grading system will have on faculty and the difficulty that our normal legislative process has had in developing a policy that the various voices can accept, this amendment proposes that Senate leadership work with relevant NMSU staff to administer a system-wide survey of all regular TT or college track faculty to gauge the support for variations on a grading scheme that have been discussed in urn recent deliberations on this topic.