

Associate Deans' Academic Council Minutes

October 14, 2019

Milton Hall, Room 85, 1:00 – 3:00 PM

Facilitator: Kathy Brook

Notes: Yvonne Mendoza

Attending: Kathy Brook, Julia Parra, Kori Plank, Susan Wood, Teri Keller, Shelly Stovall, Harry Sheski, Norma Grijalva, Don Conner, Mark Cal, Greg Fant, Joe Lakey, Jennifer Hodges, Tim Ketelaar, Henrietta Pichon, Tony Garcia, Andrew Nwanne, Tony Marin, Milen Bartnick, Kate Terpis, Sonya Shanbhag (ASNMSU), Danielle Hamilton (ASNMSU), Cameron Powers (ASNMSU), Wanda Bulger-Tamez, Chris Engledowl, Dacia Sedillo, Debbie Giron,

Agenda Item:	Attendee:
Call to order: 1:00 PM	Kathy Brook
1. Welcome and Introductions	All
<p>Welcome</p> <ul style="list-style-type: none"> • Milen Bartnick, Graduate School • Chris Engledowl, Curriculum and Instruction • Wanda Bulger-Tamez, Instruction for Excel in Math & Science Education • Representing ASNMSU <ul style="list-style-type: none"> *Sonya Shanbhag, Director of Community Outreach *Danielle Hamilton, Roadrunner Program *Cameron Powers, Roadrunner Program 	
2. Approval of ADAC Minutes of September 9th, and 23rd, 2019	All
Both sets of ADAC minutes were tabled for the next ADAC meeting on October 28, 2019.	
3. ASNMSU Update	
<p>Update: ASNMSU has finished with Homecoming and did a couple of small events, such as at Pete's Patio and partnering with Corbett Student Union during midterms.</p> <p>Kathy Brook welcomed the students and let them know that the ADAC group covers many topics related to students (such as registration issues and curriculum) and that it is very helpful to have a student perspective.</p> <p>The students were asked to explain the Roadrunner Program which involves an internship for students to get acquainted with ASNMSU. Twenty-five students are selected and they shadow different areas of services in the executive, legislative and judicial branches to learn how the organization works. This allows them to find out what interests them and what they want to pursue.</p>	

4. Social Mobility Summit, April 7-8, 2019	T. Marin
<p>Tony Marin handed out a flier and stated that NMSU will be holding a Social Mobility Summit Spring 2020, April 7th and 8th, 2019. This coincides with NMSU being selected as one of six Institutions recognized for our efforts with Social Mobility, most recently through CollegeNET's social mobility index ranking. It also ties in with LEADS 2025 nicely. There is a planning committee consisting of faculty, administrators, and staff across the campuses. The planning committee will be meeting very soon to iron out some of the details, and what they are looking for is feedback from the committee as well as colleagues across campus so that we utilize the talent we have here on campus. We are all are working on social mobility issues. This is a great recognition for New Mexico State University and we hope that many of you, as well as faculty and staff, will attend in April.</p>	
5. Common Course Numbering Update	K. Plank/Dacia Sedillo
<p>All the changes that were on the matrix, and crosswalk in the catalog are officially in Banner. Kori was able to get through the community colleges faster than expected, so all community colleges catalogs have been updated with the new numbers.</p> <p>They had a small hiccup in putting the student learning outcomes in the catalog for 2021. It requires an update from our coding and Kori is trying to get that in place, and update the changes. She is holding off on publishing the Student Learning Outcomes until 2021-2022 so we can correctly fix the coding. If a department needs to know what's in banner now, and what's not, Kori can run a Cognos report with a list.</p> <p>Addition of upper level courses is an ongoing process.</p>	
6. Graduate Concentration for Elementary Education STEM	H. Pichon
<p>First read for the graduate concentration for elementary education STEM.</p> <p>The concentration for elementary education STEM is 34 credits, with collaborations with C&I, the Math department, Engineering and Biology. Of these credits there are 19 credits that are within Education and the rest come from math and science. The goal of the program is to help increase capacity in Elementary teachers as specialists in Math and Science and prepare them with leadership skills, with more in-depth knowledge to become leaders in the schools, and perhaps in their districts.</p> <p>Wanda Bulger-Tamez has been working with NM Public Education Department and with the legislature to receive funding for this and is also working side by side to help create an endorsement for this program. There are ongoing conversations with other departments on campus to expand the program. These courses are specifically designed for elementary teachers, and relate to how we support children's development and understanding and give teachers the foundational context knowledge to be flexible, and able to support children's thinking. The hope is to do the same with science and engineering courses. The courses that are not currently in the catalog for the concentration are in the dock to get approved by the University Curriculum Committee.</p> <p>There are no additional resources needed for the program and there is a letter from the library stating that they have plenty of resources in place. There is legislative funding to support the program as it currently exists, and funding from NM Public Education Department to help support teachers. From the state level we have a one-year contract and the intent is to get renewal each year. The question was asked if there was a performance matrix on the renewal? It's basically that we provide the scholarships and teachers are successful within the program. Greg Fant asked about the consequences if the state funding goes away can the program continue. Wanda stated that the plan is to also work with districts to see if they would provide scholarship money as well, and that they are working on a sustainable plan over the next two years. The hope is that we get enough credit hours through the program that it sustains itself.</p>	

Kori stated that what needs to be attached is a statement of how the proposed program aligns with department, college, and campus mission.

Milen stated that “Master of Arts in Education in Elementary Mathematics and Science” sounds more like a major than a concentration. It might be a little clearer if it was Master of Arts in Education with a Major in Education and a Concentration in Elementary Mathematics and Science.

Don asked if there would be any impact on the AXED? Wanda stated that she didn’t think so, because these are teachers that are certified teachers, working in classroom and coming back for the masters.

Revisit in two weeks.

7. Master of Engineering: new concentration in Advanced Mfg

A. Garcia

Second read on the concentration in Advanced Mfg.

This is specifically for the Masters of Engineering and is being proposed due to the need for innovation in current manufacturing techniques, processes, and technologies in the U. S., as well as the need for education and skills in advanced manufacturing technologies. The concentration is being submitted by Dr. Valles-Rosales from Industrial Engineering. They have identified an interdepartmental program faculty to be more responsive to industry needs and the proposal has been well received by the industry advisory board. They have agreed this is a good way to proceed in terms of being responsive, providing a masters degree that would have industry relevance. There are not only three departments involved, but a cross cutting faculty from each department in engineering that has interest in advanced manufacturing.

The concentration is proposing a curriculum where all the courses are already being offered, and it also provides a degree road map and combination of required courses as well as elective courses, within five departments in Engineering. The concentration is not requiring any new resources, and there is an effort on the way for a \$1 million equipment budget to revise and update the college’s manufacturing capabilities, laboratories, metal 3D printing, and some of the more modern computer agent manufacturing systems.

Kori expressed some concerns about the concentration not being connected to a specific engineering degree, and understands that they want students to take it with the Masters of Engineering, but is concerned that because it is not connected to any degree, then any program on campus can optionally request to have the concentration added. So, in that regard as long as the student had been accepted/ admitted to graduate school there shouldn’t be a problem, so as long as they are in a master’s program. A. Garcia stated that some of the required courses require permission from the instructor or prerequisites.

Kori stated that for clarification AGRO 450 /CHME 491 are technically special topics, so she recommended that they list these courses as special topics, and in parentheses put the specialized sub title, because the students will be looking for the development of agricultural technologies course and not see it on the schedule.

Motion to approve the concentration by Don Conner and 2nd by Tim Ketelaar, all in favor, motion passed.

8. HRTM Time Block Memo**D. Conner**

HRTM Non-standard Lab Class Times.

The School of Hotel Restaurant and Tourism Management has held experiential learning classes during non-standard class times. The lab times are necessary due to the time required for the course format of preparing, serving, and cleaning up from lunches open to the public. In order to comply with the ARP 12.71, the non-standard times during prime time hours are needing approval from ADAC.

HRTM 263 Food Production and Service Fundamentals

Sections offered on Tuesday and Wednesday

Lecture: 1500-1550 pm, Lab: 1600-1950

HRTM 363 Quantity Food Production and Service (100 West Lunch class)

Lecture: Monday 10:30 – 11:45

Lab: Either Wednesday or Friday 0930 – 1430

Allows for students to take one class before the lab and late afternoon/evening classes.

HRTM 413 Restaurant Operations (International Dinner class)

Lecture: Thursday 1500-1550

Lab: Thursday 1600-2200

Late completion hour due to time needed to clean up from dinners open to the public.

Motion to approve the non-standard lab class time blocks by Kate Terpis, 2nd by Tim Ketelaar, all in favor, motion passed.

9. Volunteers/Nominations for Chair and Vice Chair for Jan-June 2020

Agenda item tabled for next ADAC meeting on Monday October 28, 2019.

10. Round Table

D. Sedillo – All degree maps have been collected from departments for undergraduate level degrees and will be included in the catalog for the Las Cruces Campus; all other campuses have been done. For 2021 all undergraduate degree maps will be placed in the catalog. Fant asked that department heads be asked to take a look at the degree maps.

Meeting adjourned: 2:30 pm

