

**Academic Affairs Committee Meeting**  
**March 15, 2006**  
**Donnelly Library, Room 327**  
**3:00 p.m.**

- 1. Members Attending:** Dr. David Sammeth; Dr. Jill Baker; Dr. Ken Bentson; Dr. Mario Rodriguez; Professor Bob Mishler; Dr. Margaret Young; Dr. Hossein Tahani; Dr. James Leger; Dr. Luis Ortiz; Dr. Carolyn Newman; Dr. Nicole Montague; Dr. Lee Stauffer; Dr. Dan Houtchens; Dr. Donna Woodford; and Dr. Joseph Sabutis, Faculty Senate.

**Members Absent:** Dr. Placido Gomez, VP; Dr. Linda Newman and Jesse Lopez, Student Senate President

**Ex-Officio Members:** Mr. John Coca, Registrar.

**Others Present:** Dr. Mendez, Dean, College of Arts and Sciences

- 2. Approval of Agenda:** Dr. Baker made a motion to approve the March 15, 2006 agenda. Dr. Montague seconded the motion. Motion passed unanimously.
- 3. Approval of February 1, and February 15, 2006 Minutes and March 1, 2006 Minutes.**

February 1, 2006 minutes - Dr. Bentson made a motion to approve the February 1, 2006 minutes. Dr. Baker seconded the motion. Motion passed unanimously.

February 15, 2006 minutes – Dr. Bentson made a motion to approve the February 15 minutes. Dr. Houtchens seconded the motion. Motion passed unanimously.

March 1, 2006 minutes – Dr. Baker made a motion to approve the March 1, 2006 minutes after an edit was made to item 8.1. Dr. Young seconded the motion. Motion passed unanimously.
- 4. Report from Vice President for Academic Affairs –** No report at this time.
- 5. Report from Registrar –** Mr. Coca reported that the final draft of the Fall 2006 Schedule is due in the Registrar’s office on Friday March 17, 2006. Early Registration for Fall will begin on April 10, 2006. The Registrar’s office has begun preparation for the Commencement Ceremony on May 13, 2006.

Dr. Sammeth provided an informational handout to the committee regarding one of the ways that Eastern New Mexico University is increasing enrollment. They are allowing students to transfer in with Associate’s degrees in vocational or technical areas and to work two additional years to acquire Bachelor’s degrees.

- 6. Report from Subcommittees** – Dr. Baker reported that the Undergraduate Subcommittee has 4 petitions that need to be reviewed. There have been two requests for a hearing.

Dr. Young reported that the Graduate Subcommittee is doing well, dealing with minor issues at this time.

**7. Old Business**

**7.1 Professor Stauffer: English 111 Pilot Course review requested by Faculty Senate.**

Professor Stauffer requested that Dr. Young present the update. There appears to be no definition as to what a Pilot Program is. Based on this discussion by the subcommittee, Dr. Young indicated that the subcommittee made five recommendations as to how to address this issue. (**Attachment 1**)

After discussion, Dr. Sammeth asked that the subcommittee provide a motion in response to the charge received from the Executive Committee of the Faculty Senate. This motion will be heard at the next meeting of the Academic Affairs Committee. Additionally, Dr. Sammeth requested that the questions raised in the first two of the five recommendations be addressed by the subcommittee. These questions concern what defines a Pilot Course and Pilot Program, and, what, if any, is the process for establishing either one.

**8. New Business**

**8.1 Forensics Program: Proposed “Concept” for a new Academic Program**

Professor Mishler made a presentation of the proposed Forensics Program. Students would take a common core in Biology and Chemistry; students would then decide on a concentration. There are currently ten programs that are accredited by the American Academy of Forensics Science, the closest to New Mexico is found at Metro-State in Denver.

At this point, Dr. Bentson made a motion to approve the “Concept” for the Proposed Forensics Program. Dr. Baker seconded. A discussion followed.

After discussion, the committee voted on the motion to approve the “Concept” for the Proposed Forensics Program. There were 12 in favor, 0 opposed, 1 abstention. Motion passed unanimously.

**8.2 Proposed Language for the Catalog concerning degrees earned at unaccredited universities.**

Dr. Sammeth commended Dr. Stauffer for her work. Dr. Stauffer reported that there appears to be no consistency in the catalog. There are two classes of students coming from unaccredited institutions: Domestic students and

International students. Dr. Stauffer provided a handout containing proposed changes to the language currently in the university catalog.

After discussion, Dr. Stauffer indicated that the University needs to decide whether or not admission from an unaccredited school can be petitioned by students. Dr. Stauffer proposed the following catalog change: Proposed Language – **(Attachment 2)**

Dr. Sammeth indicated that he would look into how this would affect the North Central Association of Colleges and Schools (NCA) accreditation.

### **8.3. Review of “First Year Experience” Course**

Dr. Sammeth reported that this Committee’s charge is to review all academic programs and that First Year Experience is an academic program that does not have faculty oversight.

Dr. Sabutis indicated that he will research archived Faculty Senate minutes for its history and report his findings to the committee. Dr. Sammeth will request a syllabus from Jill Baskerville of the program as well as student evaluations for further review of this program.

### **8.4. Use of common course for meeting requirements of two different majors.**

Dr. Bentson made a motion to strike the following language from the catalog: “In contrast, any course used toward a certain major or minor may not be used toward another major or minor. When the same course is required for different programs, substitution will be made for one of them.” Dr. Young seconded the motion. There were 11 in favor, 0 opposed, 0 abstentions. Motion passed unanimously. **(Attachment 3)**

## **9. Adjournment** –The meeting adjourned at 5:02 p.m. by acclamation.