

Academic Affairs Committee Meeting
April 19, 2006
Donnelly Library, Room 327
3:00 p.m.

- 1. Members Attending:** Dr. David Sammeth; Dr. Ken Bentson; Dr. Mario Rodriguez; Professor Bob Mishler; Dr. Margaret Young; Dr. Hossein Tahani; Dr. James Leger; Dr. Carolyn Newman (Proxy Dr. Kathy Jenkins); 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. Jill Baker; Dr. Luis Ortiz; and Jesse Lopez, Student Senate President

Ex-Officio Members: Mr. John Coca.

Others Present: President Aragon, Dr. Mendez, Dean, College of Arts and Sciences, Dr. Linda LaGrange, Behavioral Sciences, Dr. Peter Linder, Dept. Chair, Humanities, Dr. Rolando Rael, Biology, Dr. Vidal-Lieberman, Humanities, Dr. Eric Romero, CESDP and Dr. Dan Martinez, Humanities.

- 2. Approval of Agenda:** Dr. Montague made a motion to approve the agenda as follows: Item 7, remove Items 1 through 3. Under Item 8, add Music 690 – Independent Study, Process for Course Evaluations, and Zero Net Tuition. Dr. Bentson seconded the motion. Motion passed unanimously.
- 3. Approval of April 5, 2006 Minutes** – After review and discussion Dr. Bentson made a motion to approve the Minutes of April 5th with a revision to Item 6. Dr. Tahani 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 students have already registered for Fall 2006. NMHU promoting April 10-12, 2006 as Early Registration Days has been very successful. Students who registered early received a \$50.00 discount towards tuition. Last year the University had 269 students registered, and this year thus far there is 407 students registered, process was effective on the main campus. Mr. Coca also reported that the Commencement List will be emailed to the Academic Affairs Committee.
- 6. Report from Subcommittees** – Dr. Sammeth reported that the Undergraduate Subcommittee will have a couple more hearings to schedule.

Dr. Margaret Young reported that Graduate Subcommittee has one hearing scheduled.

7. New Business

- 7.1 **Forensic Science Proposal:** Dr. Bentson made a motion to approve the Major in Forensic Science Proposal. Dr. Young seconded the motion. No vote was taken, discussion followed. Professor Mishler reported that no action was necessary at this meeting. The purpose of the presentation was to have the document reviewed at this time. Professor Mishler handed out a copy of the proposal. (**Attachment 1**)

Discussion included issues regarding the curriculum, budget, new faculty, offer Crime Scene Investigative (CSI) courses to law enforcement, pre-requisites etc. Professor Mishler indicated that he would be inviting Drs. Mary Shaw and Merritt Helvenston to an Academic Affairs Committee meeting to discuss pre-requisites.

At this point, Professor Mishler made a motion to table the Forensic Science Major Proposal until the next meeting. Dr. Bentson seconded the motion. Motion passed unanimously.

- 7.2 **Bachelor of University Studies (BUS):** Dr. Rolando Rael handed out the concerns from the Academic Affairs Committee as relayed to the ad hoc committee by Dr. Placido Gomez. Dr. Rael reported that there were four items of concern, 1) academic integrity, 2) track students in a specific direction, 3) adequate student advisement and 4) admit students from non-accredited schools. (**Attachment 2**) Dr. Rael also presented comments from the School of Education as relayed by Dr. Michael O'Brien. The point of contact would be the Registrar's Office for those students interested in a BUS degree, but Dr. Rael indicated that faculty members should be designated to oversee the program for advisement purposes etc. Any questions or comments should be sent to Dr. Rael who will draft a new charge to the committee. This draft will include where the program will be housed and who will oversee the program.

- 7.3 **Independent Study: MUS 690:** Dr. James Leger reported that because the Music department does not offer any 600 level courses because there is no master's program in Music. Dr. Leger indicated that there is a student that writing a Thesis in Country Music and he teaches a 400-500 level course in Country Music. The student went to Dr. Leger and indicated that she was short 600 level hours. After a meeting with her advisor, Dr. Leger and the Graduate Studies in the English department, it was decided to create an Independent Study: MUS 690. (**Attachment 3**) After discussion, Dr. Kathy Jenkins moved to approve the MUS 690 Independent Study. Dr. Sabutis seconded the motion. Motion passed unanimously.

7.4 **Electronic Course Evaluations:** Dr. Sammeth reported that Dr. Williams sent him a memorandum regarding the Electronic Course Evaluations. After a brief discussion, it was agreed by the committee that it would be brought back to Academic Affairs for further discussion.

7.4.1 **Zero Net Tuition:** Dr. Sabutis indicated that he needs faculty comments at this time. He said he has been asked by administration what faculty thinks about this issue. After discussion, the committee decided to table until the Deans were contacted for their input.

Prior to adjourning, the committee discussed meeting again on Finals Week, on May 10th. Committee agreed to have an additional meeting on Finals Week to cover any pending items.

8. Adjournment – Dr. Stauffer made a motion to adjourn. Dr. Bentson seconded the motion. The meeting was adjourned at 4:58 p.m. by acclamation.