

**Academic Affairs Meeting
September 5, 2007
Kennedy Hall-Back Room
3:00 p.m.**

1. **Members Attending:** Dr. David Sammeth, Ms. Winona Sorenson, Dr. Jill Baker, Dr. Ken Bentson, Ms. Leslie Broughton, Dr. Gil Gallegos, Dr. John Hayes, Dr. Jean Hill, Dr. John Jeffries, Faculty Senate, Dr. Brandon Kempner, Dr. Yongseek Kim, Dr. Carolyn Newman, Dr. Lee Stauffer and Dr. Margaret Young.

Ex-Officio Members: Dr. Linda LaGrange, and Mr. John Coca.

Absent: Dr. Mario Rodriguez, Mike Sallee, Student Senate President and Professor Jimmy Leger.

2. **Approval of Agenda:** Dr. Jill Baker made a motion to approve the agenda. Dr. John Hayes seconded the motion. Motion passed unanimously.

3. **Election of Committee Chair**

Dr. Jill Baker nominated Dr. David Sammeth. There being no other nominations, Dr. Sammeth was elected unanimously as the Chair for the AY 07-08 term. Dr. Sammeth indicated that this would be his last year on the committee.

4. **Election of the Secretary**

Dr. David Sammeth asked for nominations for Secretary to assist in taking minutes and counting votes during meetings. Dr. Winona Sorenson agreed to fill the position.

5. **Report from Subcommittees-Dr. David Sammeth**

Dr. Sammeth asked that Committee members chose to serve on the Undergraduate Subcommittee or the Graduate Subcommittee for AY 07-08. The list is as follows:

Undergraduate Subcommittee-Dr John Hayes, Chair

Members: Dr. John Jeffries, Dr. Gil Gallegos, Ms. Leslie Broughton, Dr. Brandon Kempner, Dr. Jill Baker and Dr. Lee Stauffer.

Graduate Subcommittee-Dr. Margaret Young, Chair

Members: Dr. Jean Hill, Dr. Yongseek Kim, Dr. David Sammeth and Dr. Ken Bentson.

6. **Approval of Minutes-May 2, 2007**

Dr. Margaret Young made a motion to approve the minutes of May 2nd. Dr. John Hayes seconded the motion. There were 3 abstentions. Motion passed unanimously.

7. **Report from the Dean of Graduate Studies-Dr. Linda LaGrange**

Dr. Linda LaGrange announced that Dr. Susan Williams, Nursing Director, will present changes in the Nursing Program to the Academic Affairs Committee. Changes involve Courses, Credits, Licensure etc. Dr. LaGrange asked that Committee members go online to see what other Nursing Programs are accepting for credits to see if it's common practice. Several states mandate that an RN Licensure count for 30 hours, Las Vegas is

not one of them. Dr. Sammeth indicated that there are areas that have not been met such as, core requirements, upper-division requirements, and science courses. Dr. Williams will also talk to Tina Clayton about International students enrolling in the Nursing Program. All this will be discussed during her presentation.

7.1. Report from Registrar – John Coca

Mr. John Coca reported that on August 31, 2007 the Business Office disenrolled a total of 203 students versus 140 students last Fall. This year disenrollment was a week early. Last year students were disenrolled the day after Census. However, disenrolled students have the week of September 3-7th to reregister and several have already.

Mr. Coca said that Headcount is down 5.5%. In terms of Student Credit Hours (SCH), we are also down 1.5%. Mr. Coca reported that the Centers are down in enrollment, but not by much.

8. New Business

8.1. Development of Agenda Items for the 2007-08 Academic Year-Dr. Sammeth

Dr. Sammeth presented possible topics to be discussed during the 2007-08 Academic Year. (For a complete list see Attachment 1)

8.2. Fall Commencement-Dr. Sammeth

Dr. Sammeth asked members to consider having a Fall Commencement. Mr. Coca reported that there are approximately 100 students who complete their programs during the fall semester. The Administration and the Student Senate will be contacted for their input. After discussion, Dr. John Hayes made a motion to initiate a Fall Commencement. Dr. Jill Baker seconded the motion. A vote was taken, there were 13 in favor, 0 opposed, 0 abstentions. Motion passed unanimously.

8.3. Use of Video Conference Format for Academic Affairs Meetings-Dr. Sammeth

Dr. Sammeth solicited input from Committee Members as to the possibility of holding the Academic Affairs Committee Meetings via the use of video conferencing. The committee was very much in favor. Susie will contact the Educational Outreach Services Office about a location.

9. Adjournment –Dr. Jill Baker made a motion to adjourn. Dr. John Hayes seconded the motion. The meeting adjourned at 4:27 p.m.