

**Academic Affairs Meeting**  
**May 6, 2009**  
**Sininger Hall Room 130-A**  
**3:00 p.m.**

- 1. Members Attending:** Dr. John Hayes, Dr. Jill Baker, Dr. Ken Bentson, Dr. Jim Burns, Dr. Joan Gallini, Dr. John Jeffries, Dr. Brandon Kempner, Professor David Lobdell, Dr. Mario Rodriguez, Ms. Josephine Sena-Gutierrez, and Dr. Mary Shaw.

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

**Absent:** Stephanie Butts, Dr. Pete LeRoy, Dr. Emmanuel Nkwenti, Dr. Kristie Ross, Dr. Arlie Tagayuna, and Dr. Donna Woodford.

**Others Present:** Dr. Barbara Risch

- 2. Approval of Agenda:** Dr. Brandon Kempner made a motion to approve the agenda, moving Item 8.1. up to Item 7.1. Dr. Baker seconded the motion. Motion carries.
- 3. Approval of Minutes-April 15, 2009**  
Dr. Jill Baker made a motion to approve the Minutes for April 15, 2009. Dr. Brandon Kempner seconded the motion. The motion passed unanimously.
- 4. Report from Dr. Linda LaGrange, Associate Vice President for Academic Affairs**  
Dr. Linda LaGrange indicated that if faculty wish to add any items to the Faculty Development Week agenda, send those items via mail this week.
- 5. Report from Registrar – John Coca, Registrar**  
Mr. John Coca provided an update on the 2009 Commencement Ceremony list. As of this morning, there are 689 students that are eligible to attend commencement. Of those students, 365 are coded main campus. Students eligible to attend the main campus Commencement Ceremony are main campus, Farmington, and Raton, bringing the number of eligible students to attend the main campus ceremony to 409 students. Mr. Coca indicated that 62% are female students, 38% are male students, 54% are undergraduates and 46% are graduates. He also stated that, 71% of the students on main campus and the Centers; are females.
- 6. Report from Subcommittees & Ballen Endowment**  
**Undergraduate Subcommittee:** Dr. Jill Baker indicated that all petitions have been addressed.  
**Graduate Subcommittee:** Dr. Brandon Kempner indicated that there are two petitions pending and will meet after this meeting to discuss them.  
**Ballen Endowment:** Dr. Brandon Kempner had no report.  
**Centers:** Dr. Joan Gallini reported that Rio Rancho is hosting their Commencement Ceremony on Thursday.

## **7. Old Business**

### **7.1. Request Course Changes: Biology Senior Project 1 & 2, BIO 231-232-Dr. Mary Shaw**

Dr. Shaw reported that the Biology Senior Project is 3-credit hour course offered in the spring. Students device, carry out and write up a research project. Dr. Shaw indicated that it is a lot of work for the students to do in one semester, so it is best to split this project into two semesters, inclusive of an additional credit. Two credits will be taught in the spring and two in the fall. During the fall semester, students will research their proposal, organize and write the project during the spring. A question was raised as to why the Senior Projects are coded as 231-232. Dr. Shaw indicated that they should be titled Senior Project 491 and 492. The Registrar's Office will add the correct number.

Dr. Shaw reported separately on the Biology 231-232 courses. She indicated that these courses were recently added at the request of the Nursing department. After some discussion, Dr. Shaw suggested that these courses be tabled until the first meeting of the Fall 2009 semester. Dr. Jill Baker seconded the motion.

Dr. Brandon Kempner moved to approve the Biology Senior Project 1 & 2. Dr. Baker seconded the motion. The motion passed unanimously.

## **8. New Business**

### **8.1. Freshmen Year Programs – Dr. Barbara Risch**

Dr. Barbara Risch reported that Learning Communities have been restructured after reviewing the Schedule of Classes for the First Year Experience (FYE) courses for the Fall 2009 semester, currently there are no faculty teaching them. Those individuals teaching FYE courses are not considered faculty in any academic program. Dr. Risch indicated that if a freshmen initiative is going to work, it has to be an initiative from faculty. Dr. Risch indicated that she spoke to Dr. Kathy Jenkins, who agreed that faculty should be teaching FYE courses. Dr. Risch indicated that she restructured the Learning Communities so that faculty are teaching all the classes. Regarding the Freshmen Year Programs (she indicated she spoke to Dr. Jenkins about this also), she would like to define faculty, as people who hold at least the position of full-time instructor in an academic department. Full-time instructors are important to their departments. Dr. Shaw asked if these would include a Visiting Professor and Dr. Risch indicated that it would.

Dr. Risch indicated that FYE courses did not have the budget available for the number of courses that were scheduled. Dr. Risch provided a handout on the structure for Learning Communities for the Fall 2009 semester. She stated that a specific Learning Communities course was created for students in English 100-Reading & Writing for College, because their reading levels are not up to college-level reading, and hope to create another source in English to help students. In the same handout, Dr. Risch stated that she has outlined core courses with the Freshmen Composition I. Composition courses are theme-based, with the idea that students will perform better if it's a topic that they are interested in. Dr. Risch stated that in having another content course with the writing course will assist students with their writing skills in the Freshmen Composition class. Dr. Risch stated that the way the

Freshmen Composition I course is structured; students learn to examine the features of writing in different disciplines. Students will be required to do an analysis of the writing in another discipline. The students will use the other course paired with ENGL 111 to write the assignment. If there is any case, where the reading and writing skills transfer to another class, this is be the best way to set it up.

Dr. Risch indicated that there are a couple of discipline-based courses that are being paired with Learning Communities, the first course entitles, “Orale,” which is in Spanish, has an intro to NAHS and the first Spanish as a Heritage Language course. The other course is in English entitled, “Hereos, Villians, and Vampires,” that will be paired with Freshmen Composition I and Intro to Fiction. With these Learning Communities, students have the benefit of 2-core courses.

The FYE Communities courses being taught have faculty teaching them. Dr. Risch indicated that one of the Learning Communities, “Reaching for the Stars,” has a grant with NASA, so it’s more like a Freshman Seminar course, it will be paired with the Astronomy course. Students will have a great opportunity to be involved in research.

Dr. Risch indicated that overall, these efforts will bring retention efforts back into academics and faculty, students involved in this process of critical inquiry.

Dr. Risch outlined initiatives for the coming year as follows:

- Form a committee of faculty from across the disciplines and the schools to see what they would like to see in place. The committee would report to the Academic Affairs Committee on what it is doing. She would like to form the committee sometime in the Fall, but will send out emails during the summer.
- Incorporate Learning Communities into the Spring 2010 semester.
- Develop Introductory Studies Courses, which will help students who are in their first semester and still trying to bring their reading levels up to college-level reading. In addition, students will explore the various possibilities available to them. The Introductory Study courses are team taught and will help students make better decisions. Courses would be capped at 30 students.
- Make academic advisors an academic function. The current academic advisors are from Support Services.
- Bring faculty into closer contact with students.
- Set a plan-of-study for students.
- Set up an Honors Programs for those students that don’t need remedial work.

Discussion included the following:

- Dr. Mary Shaw requested clarity on the proposal. She asked if there would be the First Year Experience courses offered would be separate from the Introductory Study courses. Dr. Risch indicated that Introductory Study courses would be taught separately.
- Dr. Jim Burns that combining courses is a real excellent idea.

**9. Adjournment**—Dr. Brandon Kempner made a motion to adjourn. Dr. Jill Baker seconded the motion. The meeting adjourned at 3:38 p.m. Motion carries.