

Academic Affairs Committee

Draft Minutes April 20, 2011

1. Roll call (3:08 pm)

Present	Member	Department
x	Ken Bentson, Chair	Natural Resources Management
	Brandon Kempner, Secretary	English
	Gilbert Rivera, ex-officio (Proxy: Linda LaGrange)	Vice President for Academic Affairs
excused	Mario Rodriguez	School of Social Work
x	Arlie Tagayuna	Behavioral Science
x	Luis Ortiz	School of Business
x	Cheryl Zebrowski	Library
x	Jim Burns	School of Education
x	John Coca, ex-officio	Registrar
x	Joan Gallini	School of Education
x	John Jeffries	Computational and Mathematical Sciences
x	Mary Shaw proxy David Sammeth	Biology and Chemistry
x	Pete LeRoy	Exercise and Sports Science
x	Immanuel Nkwenti	School of Business
x	Andre Garcia-Nuthmann	Visual and Performing Arts
excused	Christina Duran	School of Social Work
x	Carmen Vidal-Lieberman	Languages

2. Approval of Agenda

Motion to approve the agenda was made by Dr. Burns, seconded by Dr. Nkwenti. Vote was unanimous for approval.

3. Approval of Minutes

Not on agenda because of clerical support issues.

4. Report from VP for Academic Affairs

No report.

5. Report from Registrar

Commencement rehearsal time. DegreeWorks initial training May 3.

6. Report from Subcommittees

- 1) Undergrad/Grad Appeals –
Undergrad – 1 appeal meet after meeting

Grad – 2 appeals + 1 hearing

2) Centers: Joan Gallini reported there is a lot of work with Education Accreditation taking place. Nothing to report from Albuquerque.

7. Old Business

7.1 HED Flagging Revisit – Public Affairs MA

7.2 HED Flagging Revisit – Southwest Studies MA

Discussions of the above 2 agenda items were merged because the 2 programs are delivered by the same academic units.

In Southwest Studies and Public Affairs there has been an express concern from faculty that there is insufficient coordination and direction for the programs. There have been no financial enhancements, like an increase in numbers of TA positions or the provision of ¼-release for coordinators. There has been no meeting of the entire involved faculty for a number of years.

The curricula are in need of revision. For instance, the Spanish Language and Literature concentration in Southwest Studies has been suspended because there are no faculty to deliver the courses in the catalog. The Anthropology concentration has been the strongest within Southwest Studies.

A motion was made that the Southwest Studies MA program faculty prepare a report and plan for improving Southwest Studies by Dr. Sammeth, with a second by Dr. Nkwenti. The committee voted unanimously for approval.

7.3 Draft Outcomes Assessment Handbook Review and Recommendation

The Office of Institutional Effectiveness and Research (OIER) had a handbook draft in its web pages. However, at the request of Dr. Hill (OIER) the draft handbook was brought before the Committee for review and approval. Drs. Jenkins (ESS) and Nelson (Education) were invited to discuss outcomes assessment and the handbook.

Dr. Jenkins indicated a need for Distance Education to be included in outcomes assessment. For instance, she posed the question of whether Distance Education students are learning the same as students in traditional classrooms. There needs to be comparison between traditional and distance courses that are the same course (discipline and course number).

Dr. Nelson discussed the Assessment Academy (AQIP program of HLC). NMHU has a university-wide outcomes assessment system for core courses. There is a need to expand assessment. The Banner System now has an outcomes assessment reporting module. Outcomes assessment should be a program evaluation activity that utilizes indicators to show that students in a program are actually learning. The indicators must be evidence that a program is achieving its stated outcome(s). Outcomes assessment is curriculum based and should assist with the alignment of courses' contents.

Dr. Sammeth moved approval of the Draft Outcomes Assessment Handbook for one year. Dr. Tagayuna seconded the motion which passed unanimously.

8. New Business

8.1. Approval of Graduation Lists (Registrar)

Graduation list for commencement were provided by the Registrar. Dr. Sammeth moved approval of the lists and Dr. Tagayuna seconded the motion. Registration lists were approved unanimously.

8.2 Thesis Course Addition to MA Fine Arts Program

A new Art 699 course was proposed by the discipline. Dr. Sammeth moved approval and the motion was seconded by Ms. Zebrowski. The course addition was approved unanimously.

9. Adjournment (4:35 pm)