

Academic Affairs Committee Minutes

September 21, 2011

1. Roll Call (3:13 pm) In Attendance: Donna Woodford-Gormley, Cheryl Zebrowski, Andrellita Chavez, Craig Conley, Pete LeRoy, Joan Gallini, Andre Garcia-Nuthmann, John Jeffries, Emmanuel Nkwenti, Mary Shaw, Carmen Vidal-Lieberman, Ian Williamson

2. Approval of the Agenda

The agenda was approved with the addition of an item to new business relating to voting procedures, and corrections to the roll. (Shaw/Chavez)

3. Approval of the Minutes

Minutes of September 7th were approved with a correction to remove Item 5 4)b as it was addressed under item 3. (Shaw/Gallini)

4. Report from VP, Academic Affairs

No report from VPAA.

5. Report from Registrar

No report from the registrar

6. Reports from Subcommittees/Centers

- a. We do not yet have any subcommittees. Joan reported that NCATE accreditation is the main focus at Rio Rancho.

7. Old Business

- a. Release Time Letter: Faculty senate should receive the letter instead of Dr. Rivera. A few changes as to wording and addition of need for an efficient and effective committee were suggested before sending it to them.
- b. Proposed changes to duties and responsibilities: Pete LeRoy reported that Faculty Senate will advise us as to this committee's workload and responsibilities, based on our recommendations. Ken Bentson presented a revised program review document and made a presentation at Faculty Senate.

8. New Business

- a. A discussion regarding voting procedures was held. A motion was made to use a ballot for items other than administrative issues, with centers sending their votes via e-mail. (Shaw/Zebrowski) Motion carried unanimously.
- b. We will wait for Faculty Senate to inform us as to our sub-committees before forming any. We will ask Brandon Kempner or Kristie Ross to make a presentation about the Ballen Endowment committee at our next meeting.
- c. Course Change proposal: A proposal was presented to change the prefix of Speech from MART to SPCH since it is now under the department of Visual and Performing Arts. It was pointed out that the syllabus needs to be updated with the NMHU traits, assessment, and disability statement. A motion was made to

change the prefix with the understanding that an updated syllabus would be submitted. (Shaw/Nkwenti). Motion carried 8-1.

9. Meeting was adjourned at 4:04 p.m.