

## **Academic Affairs Committee Minutes**

### **January 18, 2012 – Approved 2-1-2012**

- 1. Roll Call (3:01 pm) Members Present:** Donna Woodford-Gormley, Cheryl Zebrowski, Jim Burns, Andrellita Chavez, Craig Conley, Cristina Duran, Andre Garcia-Nuthmann, John Jeffries, Emmanuel Nkwenti, Mary Shaw, Carmen Vidal-Lieberman, Warren Lail, Seonsook Park

**Also in Attendance:** Dick Greene, John Coca, Pete LeRoy

**Absent:**

#### **2. Approval of the Agenda**

The agenda was approved with the addition of SAT/ACT discussion to new business. (Conley/Lieberman)

#### **3. Approval of the Minutes**

Minutes of December 7, 2011 were approved. (Shaw/Vidal-Lieberman)

#### **4. Report from VP, Academic Affairs**

No Report

#### **5. Report from Registrar**

John Coca reports last day to register without approval is next Monday.

#### **6. Report from Faculty Senate**

Pete LeRoy gave a summary of the Faculty Senate meeting which has charged AAC to develop guidelines for the proposed ACT/SAT requirement for admissions. The Emergency Committee is trying to define snow delays and closures and the Clery Act. The full report is attached.

#### **7. Reports from Subcommittees/Centers**

- a. Centers: Rio Rancho Center has been updated with new carpet.
- b. Ballen Endowment: Reviewed a last minute application, but denied funding.
- c. Undergrad appeals: Handled one appeal.
- d. Graduate appeals: No appeals.

#### **8. Old Business**

- a. Letter requesting support staff. Donna requested comments be e-mailed to her.
- b. Revisions to AAC forms: Looking for an editable version. Pete may have a Word version.

#### **9. New Business**

- a. ENGR 115 to change from a 2-3 credit class to 1 credit. (Shaw/Lail) Approved unanimously.
- b. Appeals policies: Questions regarding time to make decision. Who's version carries more weight, all sides being equal – the student or faculty member?

The purpose of an appeal is not to re-hear the entire case (Burns). We can request additional information. Majority rules.

- c. ACT/SAT Scores for incoming students. Discussion regarding timeline and if it's a good idea. Will request additional information from Dr. Hill and Dr. Rivera. Send questions to Donna by Jan. 25<sup>th</sup> so they can be answered by our next meeting on Feb. 1<sup>st</sup>. That meeting will be devoted to this topic so that a draft may be ready by our Feb. 15<sup>th</sup> meeting to get to Faculty Senate by Feb. 22<sup>nd</sup>.

**10.** Meeting adjourned at 4:28 p.m.