

Academic Affairs Committee Minutes
March 7, 2012 (approved 3-21-2012)

- 1. Roll Call (3:05 pm) Members Present:** Donna Woodford-Gormley, Cheryl Zebrowski, Jim Burns, Andrellita Chavez, Craig Conley, Cristina Duran, Joan Gallini, Andre Garcia-Nuthmann, John Jeffries, Emmanuel Nkwenti, Mary Shaw, Carmen Vidal-Lieberman, Warren Lail
Also in Attendance: Pete LeRoy, John Coca, Linda LaGrange
Absent: Seonsook Park (excused)

2. Approval of the Agenda

The agenda was approved with a few minor changes. (Shaw/Conley)

3. Approval of the Minutes

Minutes of February 15th were approved. (Warren/Garcia-Nuthmann)

4. Tabled Items

a. Business Program Changes

- i. Discussion regarding laptop purchase & space requirements. ITS & the administration are aware of these requirements.
- ii. The BSSD revision was approved as proposed, with 1 abstention. (Conley/Vidal-Lieberman)
- iii. The MSSD revision was approved as proposed, with 1 abstention. (Lail/Nkwenti)
- iv. The BBA-MIS concentration revision was approved as proposed, with 1 abstention. (Conley/Vidal-Lieberman)
- v. The MBA-MIS concentration revision was approved as proposed, with 1 abstention. (Lail/Conley)

b. Environmental Geology Program Changes

- i. Included a choice of one additional foundational science or math requirement and deleted the Math 252 (Calculus II) requirement. There were still some concerns. Other Environmental Science programs in the region have a wide-range of requirements.
- ii. The goal for NMHU's program is to be flexible in order to tailor it to student's interests.
- iii. The Environmental Science concentration was approved by a vote of 8 to 1. (Nkwenti/Vidal-Lieberman)

5. Report from VP, Academic Affairs

Linda LaGrange reports that licensure programs should also be listed as a certificate program in order to count for completion of a program.

6. Report from Registrar

John Coca reports that summer registration started Monday. Fall schedule inputs due today. Graduate Degree Works to go live this semester.

7. Report from Faculty Senate

Pete LeRoy gave a brief summary of the Faculty Senate meeting.

8. Reports from Subcommittees/Centers

- a. Centers: Nothing to report
- b. Ballen Endowment: Nothing to report
- c. Undergrad appeals: Received one to review and will schedule a time. Dr. Rivera would like to see reports from the undergraduate appeals committee regarding the outcome of the appeal. The AAC Chair will contact Dr. Rivera regarding how he would like to see info reported.
- d. Graduate appeals:

9. Old Business

- a. Further revisions to AAC forms
 - i. add in suggestion for side by side course lists of deletions and proposed curriculum changes
 - ii. insert line about when program changes would go into effect
 - iii. include notification of affected departments when program requirements change
 - iv. forms need cleaning up in terms of fonts and format (no Table C1). Ask Germaine if she can clean up format issues and freshen up the look of the forms so they are easier to use
- b. Program review update
 - i. We need to revisit the purpose of program reviews before going any further.
 - ii. We should all take a look at the program review guide prior to March 21 mtg.
 - iii. Go back to users i.e., Dr. Rivera, to find out what they really need. Invite Dr. Rivera to the next meeting.
 - iv. Create a bulleted Executive Summary and set of key questions that should be addressed i.e., streamline the process.

10. Preview of coming attractions

- a. Honors program, Forestry Certification, Media Arts, Southwest Studies

11. Meeting adjourned (Lail/Garcia-Nuthmann)