

Academic Affairs Committee Minutes
March 21, 2012 (approved April 4, 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, Seonsook Park
Also in Attendance: Pete LeRoy, John Coca, Jean Hill
Absent: Cristina Duran

2. Approval of the Agenda

The agenda was approved. (Lail/Shaw)

3. Approval of the Minutes

Minutes of March 7 were approved with 2 corrections. (Lail/Chavez)

4. Report from VP, Academic Affairs

Jean Hill reported on program reviews (see below)

5. Report from Registrar

John Coca: Nothing to report

6. Report from Faculty Senate

Pete LeRoy: Nothing to report since Faculty Senate did not meet last week.

7. Reports from Subcommittees/Centers

- a. Centers: Rio Rancho helped with an NMHU table at CNM event.
- b. Ballen Endowment: Nothing to report.
- c. Undergrad appeals: Needs more info before final decision on an appeal.
- d. Graduate appeals: Have 1 for today.

8. Old Business

- a. AAC Forms: still needs to be typed up.
- b. Program Review:
 - i. Jean Hill says originally started with a model for graduate programs and then transferred to undergraduate. Reason for this process is that we must report that we have a process in place for accreditation and when HED flags programs based on low graduation rates. The process should come from faculty via AAC to administration regarding health of academic programs. The basic questions it should answer are: How robust/healthy is the program? # of degrees and # of graduates seems to be criteria of HED. We should streamline & consolidate the process so that Faculty has a template. Departments should be able to explain the value of its programs. Committee members should review current program review with suggestions for our next meeting.

- ii. Education & Social Work program reviews are due this year. Motion that we request an executive summary of their accreditation report with the full report attached. (Conley/Shaw) Motion carried unanimously. These should be received by our next meeting.

9. New Business

- a. Honors Program revisions: Faculty reported need for changes. They will be recruiting from Freshmen Forum. Honors forum for freshmen will be more structured with seminars starting Sophomore year with 4 credit hour classes and 2 faculty members teaching them. Suggested description change to HONR151 to "...from ancient times through the middle ages." Motion to approve changes. (Conley/Vidal) Motion carried unanimously.
- b. Media Arts Program revisions: These changes are housekeeping items: deleting old courses, revisions and new courses. Motion to approve changes. (Shaw/Warren) Motion carried unanimously.
- c. Certificate in Forest and Watershed Restoration: The NMFWR (NM Forest & Watershed Restoration Institute) has been teaching groups in the field and they are interested in a formal certificate program. If students wish to pursue a degree after the certificate, the courses would probably count as free electives. NRM would have to decide if they could count as course substitutes. Suggestion that cultural resources recognition & laws be discussed at some point. Motion to approve the Forestry Certificate. (Shaw/Chavez) Motion carried unanimously.
- d. Southwest Studies Program revisions: These proposed revisions are for Phase I with a restructured core. Phase II will examine all courses. Graduation requirements depend on which track the student wishes to pursue. Motion to approve changes. (Vidal/Conley) Motion carried unanimously.

10. Meeting adjourned at 4:45 p.m.