

# Academic Affairs Committee Minutes

March 5, 2014

Approved March 19, 2014

- 1. Roll Call (3:03 pm) Members Present:** Todd Christensen, Craig Conley, Patricia Cruz, Cristina Duran, John Jeffries, Warren Lail, Kerry Loewen, Seonsook Park, Jesus Rivas, Carmen Vidal-Lieberman, Donna Woodford-Gormley, Cheryl Zebrowski

**Also in Attendance:** Michael Raine, Linda LaGrange

**Absent:** Margot Geagon, Ruthy Watson

## 2. Approval of the Agenda

The agenda was approved with the addition in item 13 of information from the Fine Arts Department and updates on forms from Dr. Lail. (Lail/Conley)

## 3. Approval of the Minutes

Minutes of Feb. 19<sup>th</sup> were approved with a correction to item 13a (Vidal-Lieberman/Conley)

## 4. Communication from the Administration

- a. Dr. LaGrange met with the academic forms committee to begin work on making all forms fillable. Dr. Aguilar would like the Graduate Coordinators Council to become a formal committee under Faculty Senate. Dr. LaGrange and Dr. Romine feel that it's not necessary since recommendations are sent to the appropriate committee or department to be acted upon.

## 5. Communication from the Chair

- a. Our recommendation regarding the graduate grading policy was forwarded to Faculty Senate.

## 6. Communication from the Registrar

- a. Michael reports that numbers are down several hundred in applications and admissions.
- b. Mid-term grades are due Monday at 10:00.
- c. Michael will check into how to generate a report of what classes juniors still need to make it easier for departments to plan their course schedules.

## 7. Communication from the Faculty Senate

- a. Professor Loewen reports that they have discussed the +/- proposal. The dean selection process is at a standstill between Faculty Senate and President Fries. They are still waiting for the arbitrator's recommendations. The Faculty association meets this Friday.

## 8. Communication from Subcommittees

- a. Undergrad appeals: there may be 1 appeal
- b. Graduate appeals: working on 1 appeal
- c. Ballen Endowment: Flyers are out.

## 9. Course Proposal – Nursing 4xx

- a. Enrollment is expected to be about 60. The gerontology course (NURS380) has been discontinued, and they should submit a program revision so it is no longer required. Prerequisite should be "Permission of Instructor", but may not be necessary on this form. It can be handled with the registrar's office. Typos on the catalog description should be corrected.
- b. Motion made to approve Nursing 4XX, "Health Care Law and Policy" with the deletion of mention of the NURS380 and clean-up of typos on the course description. (Loewen/Rivas) Motion passed unanimously.

#### **10. Program Review Update from Forestry and English**

- a. English has just started. They are in favor of being concise, but there are several majors/minors and graduate programs, so they may exceed 5 pages.
- b. How do non-degree courses (i.e., required English, Math and Science classes) work in the program review? It was felt that they should be mentioned under support of the university.

#### **11. Dual Degree Programs**

- a. Many faculty don't seem to have a strong preference, although they should still meet the requirements with course substitutions. Overlap o.k. for under-level courses. Minimize overlap, perhaps with 12 credit overlap. It should be noted that prerequisites would still apply to new degree.
- b. We should take Michael Raine's proposal (in drop-box) in order to work through wording.
- c. Motion made to table this issue. (Lail/Rivas) Motion carried unanimously.

#### **12. +/- Grading**

- a. Sports sciences are opposed. They were especially concerned about the A+ and C- grades.
- b. UNM has +/- including A+ to D-.
- c. Social Work: 10 opposed and 5 in favor.
- d. Motion made to forward this issue to Faculty Senate to conduct a poll of all faculty members. (Lail/Vidal-Lieberman) Amended by Dr. Woodford-Gormley that it is recommended that students should not be included in the poll. Motion carried unanimously.

#### **13. Late Arrivals**

- a. Professor Christensen reports that a few years ago several courses in Fine Arts were approved by AAC, but they are not showing up in Banner. Michael will try to track the paperwork.
- b. Dr. Lail reports that the forms committee will start with a form that's simple such as a course substitution form. They are also looking at reducing number of signatures required. ITS needs a secure way to store documents. It will be a lengthy process. AAC forms are working well, with a few minor changes.
- c. Michael Raine reports that UNM has approved a 120 credit degree, so look for it to be proposed here again.

#### **14. Meeting adjourned at 4:42**