

**Academic Affairs Meeting  
March 4, 2009  
Sininger Hall Room 130-A  
3:00 p.m.**

1. **Members Attending:** Dr. John Hayes, Dr. Jill Baker, Dr. Ken Bentson, Dr. Jim Burns, Stephanie Butts, Student Senate Secretary, Dr. Joan Gallini, Professor Andre Garcia Nuthmann, (Proxy for Professor Lobdell), Dr. John Jeffries, Dr. Brandon Kempner, Dr. Pete LeRoy, Dr. Emmanuel Nkwenti, Dr. Mario Rodriguez, and Dr. Kristie Ross Dr. Arlie Tagayuna, Ms. Josephine Sena-Gutierrez, and Dr. Mary Shaw.

**Ex-Officio Members:** Dr. Linda LaGrange, and Mr. John Coca

**Absent:** Dr. Donna Woodford and Professor David Lobdell

**Others Present:**

2. **Approval of Agenda:** Dr. Ken Bentson made a motion to approve the agenda for March 4, 2009. Professor Andre Garcia-Nuthmann seconded the motion. Motion passed.

3. **Approval of Minutes-February 18, 2009**

No minutes available.

4. **Report from Dr. Linda LaGrange, Associate Vice President for Academic Affairs**

Dr. Linda LaGrange reported that the last of the Strategic Planning-Open Forums, will be held this afternoon at 5:00 p.m., in Kennedy Lounge. Dr. LaGrange reported that once the Open Forums have been held, individual units will review the Strategic Plan. The plan is to complete the forums, by no later than the end of March. Dr. LaGrange reported that she has scheduled meetings with various community entities, such as Rotary, MainStreet Station.

A suggestion was made to have an Open Forum outside of Las Vegas. Dr. LaGrange indicated that the Centers are also holding an Open Forum this week.

5. **Report from Registrar – John Coca, Registrar**

Mr. Coca reported that Early Registration for the Summer Session 2009; began on Monday, February 16<sup>th</sup>. Mr. Coca reported that the Commencement Ceremony will be held on May 9, 2009. Graduate students need clearance.

6. **Report from Subcommittees & Ballen Endowment**

**Undergraduate Subcommittee:** Dr. Ross indicated that all petitions are complete.

**Graduate Subcommittee:** No report.

**Ballen Endowment:** No report.

**Centers:** Dr. Gallini commended Dr. Ross for the way petitions are being handled.

## **7. Old Business**

### **7.1. Undergraduate Program Review**

Dr. John Hayes requested that it be noted on record, that the Academic Affairs Committee, at this meeting, will not make any changes to the Undergraduate Program Review policy. Dr. Hayes requested input from the committee, on how to select Outside Reviewers.

A discussion was held regarding the issue of Outside Reviewers:

- How many reviewers are needed?
- Are reviewers internal or external?
- Individuals within the disciplines are not reviewing.
- Make a request to hire Outside Reviewers, and include them in the budget process.
- Have current representation from Academic Affairs.

Dr. John Jeffries made a motion that departments undergoing Program Reviews; select an Outside Reviewer, if one has not been already assigned. In addition, in the future, Outside Reviewers be hired. Dr. Baker seconded the motion. Motion passed unanimously.

## **8. New Business**

### **8.1. Major in General Science for Secondary School Teachers – Dr. Mary Shaw**

Dr. Mary Shaw reported that this major is for those students in secondary school, need to have a major in their field. This major will help out students in the small communities who will be hired to teach science in middle school and high school. The major requires a minor in Secondary Education. Dr. Shaw indicated that students will have a broad background that will adequately prepare them to teach. Dr. Shaw reported that many of the courses in the major no longer exist. With input from department heads and other individuals, the major was updated by adding course numbers, making the major more flexible. Dr. Shaw indicated that the number of credits was not changed substantially. Dr. Gallini asked if any of the science courses were being offered online. Dr. Shaw responded that the Zoology course is being placed online as a trail run.

After further discussion, a motion was made to postpone the Major in General Science for Secondary School Teachers, until additional information is gathered. This item will be presented as an action item in two weeks. Dr. Jim Burns seconded the motion. Motion passed unanimously.

### **8.2. Psychology: Drop 500 level Courses – Dr. Arlie Tagayuna**

Dr. Tagayuna indicated that the 400-level courses were previously approved to be dropped because they were no longer being offered by instructors in Psychology. The same request applies to the 500-level courses.

Dr. Ken Bentson made a motion to approve deleting the 500-level courses no longer being taught in Psychology. Dr. Jill Baker seconded the motion. Motion passed unanimously.

9. **Adjournment**–Dr. John Jeffries made a motion to adjourn. Dr. Jill Baker seconded the motion. The meeting adjourned at 3:44 p.m.