

Academic Affairs Committee Meeting
April 5, 2006
Donnelly Library, Room 327
3:00 p.m.

- 1. Members Attending:** Dr. David Sammeth; Dr. Jill Baker; Dr. Ken Bentson; Dr. Mario Rodriguez; Professor Bob Mishler; Dr. Margaret Young; Dr. Hossein Tahani; Dr. James Leger; Dr. Carolyn Newman; Dr. Nicole Montague; Dr. Lee Stauffer; Dr. Donna Woodford; and Dr. Joseph Sabutis, Faculty Senate.

Members Absent: Dr. Placido Gomez, VP; Dr. Luis Ortiz; Dr. Dan Houtchens and Jesse Lopez, Student Senate President

Ex-Officio Members: Mr. John Coca, Registrar.

Others Present: Dr. Mendez, Dean, College of Arts and Sciences

- 2. Approval of Agenda:** Dr. Baker made a motion to approve the April 5, 2006 agenda after Dr. Sabutis requested to add to item 6: Report from the Faculty Senate. There was also a request to edit Item 7.1. Dr. Bentson seconded the motion. Motion passed unanimously.
- 3. Approval of March 15, 2006 Minutes** – Dr. Baker moved to approve the minutes of March 15, 2006. Professor Mishler seconded the motion. Motion passed unanimously.
- 4. Report from Vice President for Academic Affairs** – Dr. Gomez was unavailable at this time.

Dr. Sammeth reported that he was recently in Chicago at a meeting of the North Central Association (NCA) on accreditation. He indicated that higher education is changing fast. There have been attempts by vendors to solicit sub-contracts in every aspect of education. Dr. Sammeth reported that there were several discussions on various topics. If you would like more in-depth information, contact him.

- 5. Report from Registrar** – Mr. Coca reported that Early Registration for Fall 2006 begins on Monday, April 10, 2006. NMHU is promoting April 10-12, 2006 as Early Registration Days. Students will receive a \$50.00 discount towards tuition.
- 6. Report from Subcommittees** – Dr. Baker reported that the Undergraduate Subcommittee is going to have a hearing next week. Dr. Baker also reported that

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there are pending petitions that need to be reviewed. Dr. Young reported that Graduate Subcommittee has not had to meet, but they have had to review petitions.

Dr. Sabutis provided a Faculty Senate report. He indicated that Dr. Linda Newman, who had replaced Allen Schwartz on the Academic Affairs Committee, is no longer with NMHU. Dr. Sabutis also reported that he searched for information on the Developmental Programs. The records he had did not have any information and the Faculty Senate secretary was out sick. When she returns he will look for information in the office.

Dr. Sabutis reported that he attended the New Mexico Council of Faculty Senate Presidents meeting with Dr. Beverly McClure from the Higher Education Department (HED). Items of discussion included selling higher education as an investment. There is a Task Force that is looking at changes in the funding formula. Efforts to continue recruiting faculty at institutions were also discussed. Dr. Sabutis informed the committee about common general education requirements being reviewed. New Mexico State University is planning to offer one class in particular that is not in the approved general core that the State has. Dr. McClure said that in order for this process to take place, Universities must go through her office. There is a committee that is looking into the general core requirements and if you want to add a required class in the general core that is not part of the statewide general core requirements you need to contact Dr. McClure's office.

Dr. Sabutis read the following edited by Dr. McClure's office: "Dr. McClure was asked to give a full review of the process of getting new graduate programs approved. Currently the State Board of Finance has a moratorium upon approving any new graduate programs through the Graduate Deans currently through the statewide strategic plans requirements of new programs as well as phasing out old programs. The HED has a policy that both faculty and the Board of Regents need to approve new programs before they consider them." Dr. Sabutis said that by State Statutes, New Mexico Universities can not be funded for both developmental programs and Ph.D. programs. It has to be one or the other. He also said that HED is using the Rio Rancho area as a test area as to who can go in and offer programs and what type. Example, Highlands might be approved to offer the MBA in Social Work. Once they know what will work in Rio Rancho, they will do the same in Farmington and thereafter, be statewide policy. Dr. Sabutis indicated that Dr. McClure was looking at the strengths of institutions in order to develop the type of programs that can be offered. HED is not going to allow competition.

Dr. Sabutis announced that he was elected President of the New Mexico Council of Faculty Senate Presidents; therefore, he will keep everyone informed as to any updates.

Dr. Sammeth asked Dr. Sabutis for the record that in order to add a class that was not part of the general core to the university core requirement; Highlands University would have to get approval from HED. It was noted that Spanish is such a class.

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7. Old Business

7.1 English 111 Pilot Course review requested by Faculty Senate

Dr. Sammeth indicated that there was a charge from the Faculty Senate regarding the creation of a Pilot Program in Freshman Composition (English 111).

(**Attachment 1**) After discussion and a presentation by Dr. Young, she made the following motion, the Academic Affairs Committee responds that the English 111 program did not violate procedures, because there were no procedures specifying how new academic programs are implemented and who should have responsibility for them. Dr. Bentson seconded the motion. After discussion, a vote was taken, there were 12 in favor, 2 abstentions, 0 opposed. Motion passed.

7.2. Defining “Pilot Course”, Pilot Program”

Dr. Sammeth reported that there should be some policy governing what is the difference between a Pilot course and a Pilot Program. Dr. Young passed out handouts on discussions about what a Pilot Program is. (**Attachment 2**) Dr. Bentson suggested that a policy guidance document be implemented in which new course and new program policy is listed. Professor Mishler asked that the handout provided by Ken Bentson at the December 14, 2005 Academic Affairs meeting entitled, “Draft Proposal for a Facilitative Process for New Academic Programs” be included in this policy guidance document.

Dr. Sammeth asked what were the two views summarized by the committee as to what the difference is between a Pilot Course is and what a Pilot Program is. Dr. Bentson responded by saying that a Pilot Course as defined is good. Pilot Programs do not provide any continuity. Dr. Sammeth asked that the committee spearheaded by Dr. Young provide language to the Academic Affairs Committee to be discussed and then incorporate into a guidance document.

7.2 Proposed Language for the catalog concerning degrees earned at Non-Accredited schools.

Dr. Sammeth reported that Dr. Stauffer provided handouts on the proposed language regarding accepting credits from non-accredited universities.

(**Attachment 3**) Dr. Sammeth indicated that he reviewed the NCA policy and he said that the university can assess a student at the undergraduate and graduate level coming in from a non-accredited institution. At this point, Dr. Bentson made a motion to approve the proposed language in the graduate catalog, the language in the catalog on International Students and the language on the Transfer of Credits. Professor Mishler seconded. No vote was taken since a discussion ensued. After discussion, Dr. Bentson moved to table this discussion. Dr. Sabutis seconded the motion. The motion passed unanimously. Dr. Sammeth indicated that he would schedule a meeting with Dr. Gomez to discuss the issue of credit versus non-accredited before the next Academic Affairs Committee meeting.

8. Adjournment –Dr. Baker made a motion to adjourn. Dr. Stauffer seconded the motion. The meeting was adjourned at 4:36 p.m. by acclamation.

