

Academic Affairs Meeting
August 20, 2008
Mortimer Hall-Room 130
3:00-5:00 p.m.

1. **Members Attending:** Dr. Jill Baker, Dr. Jennifer Lindline, Ms. Leslie Broughton, Dr. Mary Shaw, Dr. Brandon Kempner, Dr. Peter LeRoy, Professor David Lobdell, Dr. Kristie Ross

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

Absent: Dr. John Hayes, Dr. Ericka Derkas, Dr. Joan Gallini, Dr. Carolyn Newman, Dr. Mario Rodriguez, Ms. Stephanie Butts, Student Senate Secretary, and Dr. Margaret Young

Others Present: Dr. Maureen Romine, Chair, Faculty Senate

Dr. Maureen Romine officiated the first meeting and indicated that Dr. Sammeth's term expired and the committee needs to elect a new Chair. Dr. Romine also reported that there needs to be faculty representation from each department in both colleges.

2. **Approval of Agenda:** Dr. Jill Baker made a motion to approve the agenda. Ms. Leslie Broughton seconded the motion. Motion passed unanimously.

3. **Election of Academic Affairs Chair**

Dr. Maureen Romine requested nominations for Chair of the committee. The committee nominated Dr. Margaret Young as Acting Chair; however, Dr. Mary Shaw volunteered to serve as Acting Chair at the September 3rd meeting.

Dr. Romine indicated that the School of Education requested to have the Academic Affairs Committee investigate the reason why the ITV rooms were relocated to Sininger Hall. As a result, the Faculty Senate has charged the committee to investigate the policy regarding moving the ITV rooms.

Dr. Linda LaGrange indicated that the consolidation came about in order to centralize the ITV rooms and make it easier for technicians to troubleshoot.

After this, Dr. Romine left to the Executive Committee Meeting of the Faculty Senate and Dr. Jill Baker continued to officiate the meeting.

4. **Approval of April 16th and April 30th, 2008 Minutes** Dr. Brandon Kempner made a motion to approve both the April 16th and April 30th minutes. Dr. Kristie Ross seconded the motion. Motion was approved unanimously.
5. **Report from Dr. Linda LaGrange, Associate Vice President for Academic Affairs.** No report at this time.

6. Report from Registrar – Mr. John Coca, Registrar

Mr. Coca reported that the University's main campus enrollment is up regarding undergraduate students, down on graduate students. At the Centers, the University is down on undergraduate students and up on graduate students. As of the close of business yesterday, August 19th, the University is down 1 student from this time last year.

Mr. Coca reported that we are up 300 Student Credit Hours (SCH).

The last day to register is Monday, August 25th.

Dr. Brandon Kempner asked in reference to the 60 students that were disenrolled. Mr. Coca stated that 60 students were academically disenrolled, but had the opportunity to appeal. Dr. Shaw indicated that one of the students is back in her department.

Mr. Coca reported that the Business Office will disenroll students on Friday, August 29th. This applies to students that have not made arrangements to pay their tuition. He said that Census date is Friday, September 5th and that enrollment needs to be solidified by then because the file will be frozen and the numbers will then be reported to the State.

Mr. Coca announced that it's a Catalog year and recommended that the committee share this information with their colleagues about any changes that they want to make. The changes will be made during the Fall Session 2008.

7. Report from Subcommittees, Undergraduate, Graduate and Ballen Endowment.

Undergraduate Committee: Nothing to report at this time.

Graduate Committee: Nothing to report at this time.

Ballen Endowment Committee: Dr. Brandon Kempner reported that the Ballen Endowment needs to be reviewed. There are a couple of names lined up to begin in the Spring Session 2008. Applications will be solicited in the Fall. There is currently no committee. Dr. Kristie Ross and Professor David Lobdell volunteered to serve on the committee.

NMHU Centers: No report at this time.

8. Adjournment – Dr. Brandon Kempner made a motion to adjourn. Dr. Kristie Ross

seconded the motion. Motion passed unanimously.