

**Academic Affairs Meeting
December 2, 2009
Sininger Hall Room 130-A
3:09 p.m.**

Meeting was called to order by Ken Bentson, Academic Affair Chair

- 1. Roll Call Members Attending:**, Dr. Ken Bentson, Dr. Jill Baker, Dr. Brandon Kempner, Dr. Pete LeRoy, Dr. Emmanuel Nkwenti, Dr. Kristie Ross, Dr. Mary Shaw, Dr. Erika Derkas, Dr. John Jeffries, Dr. Joan Gallini, Dr. Mario Rodriguez, Dr. Louis Ortiz

Ex-Officio Members: Dr. Gilbert Rivera, John Coca

- 2. Approval of Agenda:** Mary Shaw moved approval, seconded by Jill Baker. Agenda was approved

- 3. Approval of Minutes**

Minutes of 11/18/09 approved with minor corrections of spelling. (Jill Baker, second by Brandon Kempner)

- 4. Report from Dr. Gilbert Rivera, Vice President for Academic Affairs**

Dr. Rivera presented the flagging study done by HED. He questioned the intent of the study because he received the results without a statement as to the purpose of the study. Several of the flagged programs are no longer offered. He will take care of updating the list. It looks like flagging will be reinstated by HED but we don't know the process. NMHU could probably have our own system as long as we address the 8 questions in the document

- 5. Report from Registrar – John Coca**

Spring registration is up 9% over this time last year. Grades are due 12/13 10 AM

- 6. Report from Subcommittees & Ballen Endowment**

Undergraduate Subcommittee: up to date

Graduate Subcommittee: 3 pending, 2 to be addressed today. Ken needs to be off the committee

Ballen Endowment: There are no funds for Fall semester.

Centers: Joan. No report. SOE. Working on new student teachers to be placed

- 7. New Business**

- 7.1.** Psychology 505 Request course change: approved

- 7.2 Certificate Program Procedures**

Subcommittee will put documents on the Web for guidance as to format and procedures. Ken will make drafts for review.

7.3 Academic Program Reviews

Ken sent out update on the reviews received so far. He is asking that programs send their documents to him and/or Susie whether they have been reviewed or not. Graduate program reviews should be submitted to Linda.

Dr. Rivera commented that flagged programs will be notified and should answer the 8 questions. Then the AA committee will review the documents, make recommendations and report to the HED.

Ken and the subcommittee are writing a draft of the internal process to be sent to faculty for comments.

7.4 Distance Education Subcommittee update – Kathy Jenkins

Comments from HLC. Policy of accreditation of on-line programs is changing. Applies to ITV as well as on-line. The subcommittee is working with Dr. Rivera and there will be a workshop for all faculty Jan. 7 to help us learn about the procedures.

8.1 English Writing Minor – Daniel Martinez

The purpose of the minor is to promote writing in specific fields rather than a study of linguistics. The proposal seeks to do this by:

- a) Changing the name
- b) Reorder the requirements and electives
- c) Reduce the number of credit hours to be in line with other minors.

Jill baker moved approval, seconded by Erica Derkas; passed unanimously

8.2 Software Driven Systems Design MS Proposal – David West

New MS program that will be associated with changes in the MBS concentration and MIS. Purpose is applications development for business. Much discussion ensued especially on how credits will be counted and courses will be described. Several courses sound like upper division mathematics courses and may be similar to other courses but there is not enough specific information in the syllabi to understand the course or prerequisites.

John Jeffries moved to table; passed with 1 abstention

9. Adjournment–

Meeting was adjourned at 5:20 pm.