

Academic Affairs Committee Minutes

April 16, 2014

Approved May 7, 2014

- 1. Roll Call (3:00 pm) Members Present:** Todd Christensen, Craig Conley, Patricia Cruz, Cristina Duran, Margot Geagon, John Jeffries, Warren Lail, Kerry Loewen, Seonsook Park, Carmen Vidal-Lieberman, Ruthy Watson, Donna Woodford-Gormley, Cheryl Zebrowski
Also in Attendance: Michael Raine, Linda LaGrange
Absent: Jesus Rivas

2. Approval of the Agenda

The agenda was approved with the deletion of item 7. (Conley/Lail)

3. Approval of the Minutes

Minutes of April 2nd were approved with a correction to item 7a and the addition of members to the program review subcommittees in item 10. (Loewen/Lail)

4. Communication from the Administration

- The Academic Forms Committee is making progress, but depends on ITS resources.
- The Graduate Council has not been able to meet.

5. Communication from the Chair

- There should be a two-way flow of information between AAC and Faculty Senate. Normally they send us charges, but we can also send them issues. Policy issues should go through the senate.
- We have a long agenda today.
- Program reviews have been posted in drop box. Committee members should provide initial feedback. A tentative schedule for future program reviews has also been posted in drop box.
- We are meeting on May 7th.

6. Communication from the Registrar

- UG admissions applications 3,707 which is lower than last year, but admissions rates are higher.

7. Communication from the Faculty Senate

Professor Loewen was not in attendance at the last Faculty Senate meeting.

8. Communication from Subcommittees

- Undergrad appeals: two new appeals, one of which we may be able to quickly resolve after today's meeting. The other one seems to be a business office issue, and not an academic issue.
- Graduate appeals: none

9. Course Revisions: Media Arts and Technology

- a. There are two courses which should be foundational courses and not upper level classes.
- b. Motion made to approve the following changes in media arts.
(Conley/Christensen)
 - i. Revision of the course number from MART 443 to MART 2xx: Digital Photography I
 - ii. Deletion of course number MART 543: Digital Photography I
 - iii. Revision of the course number from MART 320 to MART 2xx: Color Theory
- c. There is no documentation on the SSD program revision from 2013, so several classes need to be formally deleted, and others had their syllabuses revised.
- d. Motion made to approve the following changes to the SSD courses.
(Lail/Conley)
 - i. Deletion of SSD 210, SSD 215, SSD 220, SSD 310, SSD 342, SSD 344, SSD 345, SSD 346, SSD 348, SSD 349, SSD 380, and SSD 440.
 - ii. New course SSD 490: Independent Study (VC 1-4)
 - iii. Revisions to the syllabi of SSD331, SSD334, SSD340, SSD341, SSD352, SSD365, SSD370, SSD385, SSD415, SSD420, SSD425, SSD430, and SSD435

10. Course Revision: Math 120

- a. Math 100 will be deleted, and Math 120 will be the entry level class with no prerequisites and including a 2 hour lab. If students need remedial instruction, they should take classes at a community college.
- b. Motion made to approve the revision to Math 120, Intermediate Algebra.
(Loewen/Geagon)

11. New Course Proposal: Hlth 4xx/5xx

- a. There is not a Health Promotion class in the Health Promotion and Wellness major. This new class will replace Health 402 as a required course. 402 will become an elective.
- b. Motion made to accept the proposed new course, HLTH 4xx/5xx, Health Promotion. (Loewen/Lail)

12. Graduation Honors

- a. Michael would like to propose that NMHU disregard transfer credits in calculating GPA for graduation honors because the registrar must go through all the transcripts to calculate the GPA. No other school does this.
- b. Motion made to disregard transfer credits in calculating GPA for graduation honors. (Geagon/Loewen) Motion passed with 7 in favor, 2 not in favor, and 2 abstentions.
 - i. Discussion regarding inequity between students who go through NMHU and transfer students. Is it possible to only count upper division classes? It was pointed out that students have an opportunity to retake classes.

13. Update on Program Reviews – timeline for current and future semesters

- a. Each subcommittee should provide initial feedback in drop box by April 30th and will complete the review next fall.
- b. By next meeting on May 7th, bring thoughts on the program review process.
- c. Definition of a program is a Bachelors or Graduate degree. Each program may want to mention concentrations, minors, certificates, etc. in their review.
- d. A proposed schedule is posted in Dropbox. It was proposed that Business Administration, Biology, Chemistry, Mathematics, Computer Science and Physics be done next year.

14. Election of Officers

- a. Donna Woodford-Gormley was nominated to be chair (Loewen/Conley) Vote in favor was unanimous.
- b. Craig Conley was nominated to be vice-chair (Lail/Loewen) Vote in favor was unanimous
- c. Election of Secretary was postponed until Fall.

15. Charge from Senate: +/- Grading

- a. The Academic Affairs Committee has been charged to develop a proposal for a +/- grading system that would take into consideration how current academic policies, athletics, and financial aid would be effected. This policy would eventually be voted on by the voting eligible faculty.
- b. Brief discussion regarding how to handle A+ and C-. The C- is problematic, since it could affect a student's financial aid or athletic standing. Dr. Woodford-Gormley will check with those offices.

16. Late Arrivals

17. Meeting adjourned at 4:47 p.m.