

Academic Affairs Committee Minutes

March 18, 2015

Approved April 1, 2015

1. **Roll Call (3:05 pm) Members Present:** Walter Archuleta, Judy Barnstone, Todd Christensen, Patricia Cruz, Margot Geagon, Geri Glover, John Jeffries, April Kent, Kerry Loewen, Seonsook Park, Jesus Rivas, P.J. Sedillo, Carmen Vidal-Lieberman, Donna Woodford-Gormley.
Also in Attendance: Teresita Aguilar, James Alarid, Andrew Israel, Michael Raine, Debra Rodda
Absent: Karen Brooks, Craig Conley, Linda LaGrange, Warren Lail, Ruthy Watson
2. **Approval of the Agenda**
The agenda was approved as amended.
3. **Approval of the Minutes**
Minutes of March 4th, 2015 were approved with one correction.
4. **Communication from the Administration**
 - a. All three new Board of Regents were confirmed. Their first meeting is March 30. The MFA program and the academic integrity policy will be presented.
 - b. Dean searches will move forward.
 - c. For the HLC visit, a student opinion survey is required. It will be made available online from April 6-15. Please encourage students to complete the survey.
 - d. Budget process is being worked on by the Vice President for Academic Affairs and the Vice President for Finance and Administration in order to have a more transparent process. The Vice President wants to work closely with department chairs and deans on budget and faculty line matters. A clear and transparent budgeting process tied to programmatic needs is needed.
 - e. Programs should nominate retiring faculty for emerita faculty status for the Board of Regents April meeting.
 - f. More strategic planning forums are planned. There will be one on graduate education at the end of the month. Several community forums will be held off campus to encourage community to attend.
 - g. Asked the dean of graduate school to meet with graduate council about the graduate handbook and to review its policies. Graduate policies and practices need faculty input.
 - h. The Athletics Director has agreed to move football practice to 3-7 pm so there will be fewer class conflicts.
5. **Communication from the Chair**
 - a. There are three more scheduled meetings for the semester. More meetings can be added if needed. Let Dr. Woodford-Gormley know if you think another meeting is needed.

- b. Mr. Max Baca was sent another invitation to attend an Academic Affairs meeting.

6. Communication from the Registrar

- a. Undergraduate admission report. 2,371 undergraduate applications. Admitted 1,340 (50% of applications). Lower total applications, but higher admissions rate than last year.
- b. Scholarships have been offered earlier this year and around 160 freshman have accepted these scholarships already. All of these students have around a 3.5 high school GPA.
- c. Catalog memo on Drop Box reviewed. Mr. Raine will speak with Dr. Aguilar about how to get the word out about how to submit revisions for the next catalog.

7. Communication for subcommittees

- a. Undergraduate appeals committee – Two appeals are in progress.
- b. Graduate appeals committee – One new appeal is in the queue. This appeal deals with transfer credits. The subcommittee had questions about how many credits can be transferred. A discussion on the cap for graduate transfer credits may be needed. Dr. Margot Geagon will work on this issue with the subcommittee.
- c. Ballen – Nothing to report.

8. Program Review Updates

- a. Media Arts subcommittee comments will be in on Monday.
- b. Math will have their report in by the end of the semester.
- c. No response from Physics
- d. History will not be doing a review in the fall.
- e. Political Science has not reported back on whether or not to do a review in the fall.
- f. Fine Arts will report back when they know who will be on sabbatical.
- g. Biology is hoping to have the review for the next meeting.
- h. Business is currently working on their program review.

9. Media Arts Revisions

- a. Handout on Media Marketing Interdisciplinary Minor reviewed. Marketing faculty signed off on the changes.
- b. The impact on the Fine Arts program with Art 121 has been addressed on the forms and with the Fine Arts department.
- c. How 4 credit classes will affect the handling of release time for the department chair was addressed. The Vice President for Academic Affairs was emailed about this issue.
- d. Motion to
 - accept the revisions to the program and courses
(Rivas/Vidal-Lieberman)

Motion passes (13 in favor, 0 opposed, 0 abstentions)

10. Gifted Education Proposal

- a. Dr. James Alarid and Dr. P.J. Sedillo reviewed the proposed program and the need for the program.
- b. Questions and discussion about the undergraduate program endorsement, funding formula impact, percentage of students in New Mexico who are gifted, the diagnostics program that will be revisited in the fall, work with PED, and the number of credit hours.
- c. Motion to

accept the program and courses
(Vidal-Lieberman/Loewen)

Motion passes (13 in favor, 0 opposed, 0 abstentions)

11. Reinstitution of MSW in Leadership and Administration at Main Campus

- a. Dr. Andrew Israel and Dr. Debra Rodda reported the reasons for bringing the program back to the main campus. The program was withdrawn about five years ago from the main campus. Social Work is looking into recruiting students from other disciplines as there is interest in community organizing from students in other subject areas.
- b. Questions and discussion about the program in Albuquerque, the reason for the main campus suspension, faculty needs, and resources needed.
- c. Motion to

reinststitute the MSW in Leadership and Administration at Main Campus
(Loewen/ Vidal-Lieberman)

Motion passes (13 in favor, 0 opposed, 0 abstentions)

12. Disenrollment date

- a. Mr. Michael Raine's memo on the disenrollment date posted to Drop Box was reviewed.
- b. Questions about implications for international students, student balances, SAP appeals, how this effects offices aside from the business office, students and money, and communicate with students.

13. Late Additions to the Agenda (minor items only)

14. Adjournment Meeting adjourned at 4:43