ACADEMIC AFFAIRS COMMITTEE Minutes

Date: October 17, 2018
Approved November 7, 2018

1. Roll Call: Ali Arshad, Peter Buchanan, Blanca Cespedes, Gloria Gadsden, Gil Gallegos, Sandra Gardner, Edward Harrington, Bill Hayward, Lara Heflin, April Kent (Proxy), Doug Main, Maria Munguia-Wellman, Jesus Rivas, Elaine Rodriguez, PJ Sedillo, Chris Stead, Edgar Vargas-Blanco, Ann Wolf
   Also in Attendance: Thomasinia Ortiz Gallegos, Benito Pacheco, Ian Williamson, Kevin Struckoff (Straighterline)
   Absent: Sheree Jederberg

2. Approval of the Agenda
   Motion to add approve Agenda – Mariam Langer  Second – Edgar Vargas Blanco
   Motion passed unanimously

3. Approval of Minutes – October 3, 2018
   Motion to approve minutes with corrections – Lara Heflin
   Second – Elaine Rodriquez
   Vote – unanimous
   Motion passed

4. Subcommittee Report
   a. Undergraduate appeals – 1 new appeal reviewed by committee, denied.
   b. Graduate appeals – No appeals
   c. Ballen – Lara Heflin reported that Jay Lee is working on a revised proposal
   d. Other subcommittees – Common Course Core under agenda item 8, no other subcommittee reports

5. Social Work Electives – Action Item
   Motion to approve elective courses – Lara Heflin
   Second – Jesus Rivas
   Motion passed unanimously.
6. Program Review Schedule and Procedures
   a. Update on Fall 2017, Spring 2018 and Fall 2018 program reviews
   Business Administration – Mariam Langer will be meeting with Mary Romero.
      Motion to finish this review with only one committee member pending Program approval. – Jesus Rivas. Second – Ann Wolf
   Discussion – Because this program review it in the final stages it would not be worth the added work and time to have a new committee member try to catch up on all the previous steps already completed. If the program is in agreement with Miriam completing the review then a onetime exception to AAC policy would be justified in this case.
      Motion passed
   ESS/HPS – Dr. Jay Lee – working on report.
   Southwest Studies – Jesus will ask subcommittee to review what previous subcommittee submitted. Gadsden added to committee.
   Women’s Studies – No response from department – will contact Erika Derkas for status update.
   CS – Program hopes to have report ready for subcommittee by next AAC meeting.
   Engineering – In progress.
   Spanish – Working on it. Program will try to have something for AAC subcommittee by the next meeting

7. Academic Policies Subcommittee – Discussion of changing all course numbers and codes to a standard format that matches the HED 4 digit format.
   Discussion of who completes the review checklist of common course certification submissions.
   Documents will be in subcommittee online folder.
   Motion to approved certification of ENGL 11, 112, and PHIL 101 through AAC with slight change to the PHIL 100 form – Elaine Rodriquez
   Second – Ann Wolf
   Motion passed unanimously
8. Academic Policies Subcommittee
   a) Auditing Policy – Motion to approve –Laura Hefflin. Second Jesus Rivas. Motion passed unanimously
   b) Course Substitutions – Motion to approve with the removal of item 2.- Chris Stead
      Second – Peter Buchanan. Motion passed unanimously
   c) Transfer Credits – Motion to table Miriam Langer. Second – Elaine Rodriquez.
      Motion to table passed unanimously. Topic will be moved to a general discussion item at next AAC meeting.
   d) Directed Study (revised) – Motion to approve – Peter Buchanan. Second – Edward Harrington. Motion passed unanimously.
   e) Active Duty Military – Committee members recommended adding language that makes student responsible for contacting faculty if an incomplete will take longer than 1 year. Also some discussion of not changing incomplete grade to “F” if student unable to complete course in a timely manner. Change to a “W” instead.
   f) Credit for Military Service - Tabled

9. Senate Charges - Tabled

10. Discussion regarding Handbook Procedures - Tabled

11. Communication from the Chair – Tabled

12. Communication from the Registrar - Tabled

13. Communication from the Faculty Senate (Elaine Rodriquez) - Tabled

14. Communication from the Graduate Council – Tabled

15. Communication from the Administration - Tabled

16. 4:30 pm – Straighterline Presentation

   What does a partnership entail as opposed to just accepting transfer credits? Partnership means the institution and Straighterline develop an articulation/course equivalency agreement. NMHU would decide which courses will be accepted and where they are applied in program of study.

   What other NM institutions accept Straighterline courses? UNM, NM State, Eastern accept courses, not a partnership.
Who decides what courses earn college credit, who reviews courses? ACE Teams – Faculty at institutions apply ACE developed rubric.

Supplanting – does this take students away from institutions’ courses? Non-traditional students, adult learners, students with limited schedules tend to be typical students enrolled in courses. With a partnership, the only way students enroll in Straighterline courses is through a referral from NMHU. Advisors work with students to determine which courses are needed, typically students only take two courses.

Who is charge of the course/process? Who are the students in touch with? All adjunct faculty are experienced, Masters or above. Students not assigned to a specific instructor for a course. 24/7 – tutoring available. Enrollment team – for any type of question.

Are these classes the same each time, same stuff covered in the same way each time? Courses are reviewed and refreshed with ACE review teams at least every 3 years. There’s ongoing assessment to ensure courses are doing the job for students.

If a student takes a class back to back will the content be the same? This is possible.

Is MaGraw hill providing the content for English courses? MaGraw Hill is textbook provider and the content is aligned with the text.

Is Straighterline buying content from MaGraw Hill? No exactly.

Where are the faculty members listed with their credentials? Information about specific course instructors can be provided on demand.

Is it possible to get a sample course for review? Yes, we can provide sample courses for instructors to examine. Provided by request.

Is there data on persistence? Yes.

Meeting adjourned at 5:01pm.