

ACADEMIC AFFAIRS COMMITTEE MINUTES

Date: December 5, 2018

Approved January 16, 2019

1. Roll Call Ali Arshad, Leslie Broughton, Peter Buchanan, Blanca Cespedes, Gloria Gadsden, Sandra Gardner, Edward Harrington, Bill Hayward, Lara Heflin, Sheree Jederberg, Doug Main, Maria Munguia-Wellman, Jesus Rivas, Elaine Rodriguez, Chris Stead, Edgar Vargas-Blanco, Ann Wolf

Also in Attendance: Roxanne Gonzales

Absent: Gil Gallegos, Miriam Langer, PJ Sedillo, Thomasinia Ortiz-Gallegos, Benito Pacheco

2. Approval of the Agenda

Motion – Jesus Rivas

Second – Leslie Broughton

Motion passed – unanimously

3. Approval of Minutes – November 7, 2018

Motion to approve as corrected – Lara Heflin

Second – Peter Buchanan

Approve – 16

Abstain – Edward Harrington

4. Subcommittee Report

- a. Undergraduate appeals – No appeals

- b. Graduate appeals - No update

- c. Ballen – Lara Heflin reports that Dr. Michael Apter has been selected and will be visiting NMHU in the spring of 2019 to talk about his Reversal Theory. Gadsden will put the candidate proposal in Sharepoint.

- d. Other subcommittees -

5. Program Review Schedule and Procedures

Business Administration – Completed and will be submitted to Provost

ESS – No new action – Gadsden will contact Jay Lee

University Studies – No New Action

Women’s Studies – Initial report has been reviewed by committee and returned to Dr.

Derkas with request for additional documents – good report overall

SouthWest Studies - Jesus is following up with Steve

Computer Science – Committee expects to have report from department by next AAC meeting

Engineering – No new action

Spanish – no report submitted yet

Discussion of issues with professional academic advisors – Members of the committee expressed some concerns about what advisors are telling students. Roxanne will contact Edward Martinez regarding better communication between freshman advisors and departments.

- 6. Common Course# & Core Subcommittee** – Most courses have been submitted to HED for initial review. Some have been returned for some revisions mainly regarding language. Gadsden will continue to work with Ian and Thomasinia to resubmit missing/revised courses. Gloria thanked the subcommittee for their relentless work on this project this fall. Registrar working on Common Course numbering – needs to be ready for fall 2019

7. Academic Policies Subcommittee

- a. Transfer Credits - Tabled
- b. Active Duty Military Policy - Tabled
- c. Credit for Military Service - Tabled
- d. Double-Dipping Policy - Tabled
- e. Retro-add/drop process & policy [Senate charge] - Tabled

- 8. Chem 211 Course Revision - Chris Stead outlined the revision which changes the Math 120 from a pre-requisite to a co-requisite.**

Motion to approve revision – Peter Buchanan

Second – Jesus

Motion passed unanimously

- 9. Communication from the Chair –**

Gloria reports that a university web content manager should be in place by Spring 2019 and will also have the help of a consultant to revamp website.

Reminder that disenrollment for non-payment will be Jan 2. Students need to have contacted Business Office to make arrangements for some kind of payment plan, letter of award, or other notification of support in order to avoid dis-enrollment.

Grad students have been flagged by Business Office and will not be automatically dis-enrolled.

HLC Steering Committees will be more active in Spring 2019 addressing the 3 issues flagged by HLC for 2020 visit.

Grades are due Dec 18th by 8 am

- 10. Communication from the Registrar – Not present**

- 11. Communication from the Faculty Senate (Elaine Rodriquez)**

FS Chair is visiting campus centers in person

AAC to assign subcommittee to review research 1 year programs nationwide – Benchmark

AAC should review the MA vs Professional Degree – can task Grad Council with this.

Student Senate proposing doing away with fractional grading.

Thank you to AAC from FS.

- 12. Communication from the Graduate Council (Jesus Rivas)**

Still working on handbook revisions and ensuring handbook matches the grad catalog. The revisions have taken an enormous effort.

- 13. Communication from the Administration-**

Thank you to AAC & Subcommittees for work this semester

Diana Marrs resignation from CTE – next steps are to get faculty input on what they would like to see for CTE. Faculty might prefer some kind of recognition for participation, promotion points, release time suggested. Priority will be to provide continuing Brightspace support.

Administration visit to Georgia next week.

14. Straighterline Discussion –

Possible presentations from ACE and CAEL in spring for background.

Lara Heflin requested Straighterline course access to see the actual material. Gloria will contact Kevin to set this up.

15. Discussion regarding Handbook procedures – Tabled

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

17. Adjournment – 5:00 pm