

1. Roll Call

Present: Gloria Gadsden (Sociology, Anthropology, & Criminal Justice), Peter Buchanan (English), Blanca Cespedes (Natural Resources Management), Sarah Corey-Rivas (Biology), Gil Gallegos (Computer & Mathematical Sciences), Sandra Gardner (Nursing), Katie Gray (Library), Sarah Santillanes (Teacher Education), Lara Heflin (Psychology), Kathy Jenkins (Exercise & Sport Sciences), Anna Koch (Counseling & Guidance), Beth Massaro (School of Social Work), Jim Peters (Business Administration), Rod Rock (Educational Leadership), Elaine Rodriguez (History & Political Science), Tatiana Timofeeva (Chemistry), Ann Wolf (Curriculum & Instruction); **Vacant positions:** Languages & Culture, Education – Special Education

Absent: Edward Harrington (Visual & Performing Arts), Angela Meron (Media Arts & Technology)

Also in Attendance: Christina Duran (Dean, Social Work), Justine Garcia (Biology), Geri Glover (Counseling), Roxanne Gonzales (VPAA), Shipra Gupta (Chemistry), Robert Karaba (Educational Leadership), Brandon Kempner (CAS, Interim Dean), Jennifer Lindline (Geology), Benito Pacheco (Director, Student Success Center), Mike Petronis (Geology), Jesus Rivas (Biology), Henrietta Romero (Registrar), Maureen Romine (Biology), David Sammeth (Chemistry), Rod Sanchez (Business), Jan Shepherd (Chemistry), Josh Sloan (Forestry), Keith Tucker (Interim Dean, Business, Media, and Technology), Ian Williamson (AVPAA)

2. Approval of the Agenda

MOTION to approve agenda. Seconded. Unanimous vote. Motion passes.

3. Approval of Minutes – April 15, 2020

Minor correction submitted to Secretary via email.

MOTION to approve minutes. Seconded. Unanimous vote. Motion passes.

4. Subcommittee Reports

- a. Undergraduate appeals (Heflin)

Nothing to report.

b. Graduate appeals (Jenkins)

Nothing to report. Subcommittee chair wishes to thank all subcommittee members for their participation this year.

c. Ballen (Heflin)

The subcommittee voted to support the application from Media Arts & Technology to host Saskia Wilson Brown. The plan is for the scholar to come to campus 10/3/2020-10/16/2020.

5. Program Review Schedule and Procedures

a. Health/HPS (Buchanan)

Nothing to report

b. University Studies (Wolf)

The subcommittee chair hopes to work on this during the summer.

c. Southwest Studies (Gallegos)

Nothing to report.

d. Computer Science (Heflin)

The program review is complete. Subcommittee chair gave a brief overview of the subcommittee's findings. [See full report at end of minutes.]

Question from a committee member concerning age of computers used by the program.

Dr. G. Gallegos replied that the computers are all at least 12 years old, but the operating systems have been replaced. The hardware is now breaking down. It is a little bit embarrassing for students to see that. Most students have laptops.

Comment from a committee member giving kudos to the department for holding it together despite the deficiencies.

Dr. Gallegos stated that Brandon Kempner [CAS Dean] and Joe Gieri [Head, ITS] recently evaluated the systems.

Dr. B. Kempner stated that the computers are 12 years old. He is working with Dr. Ian Williamson [AVPAA] to get some new computers to the department and looking for budget lines.

Dr. I Williamson stated that some computers were recently sent over to the department.

Dr. Kempner stated that these 12 computers won't solve the problem, but it is movement.

Dr. R. Gonzales stated that Joe Gieri has analyzed the lab usage across campus and has a plan to try to get everyone what they need and close down those we don't need. All computers are in need of replacement.

Question from a committee member. How much would it cost to get up to date?

Dr. Gallegos replied that it's problematic that we have to go through a particular vendor. There has to be a way around to purchase the machines that we know will do what we need to do.

Comment from a committee member that we should not be comparing the needs of the Computer Science department to other departments, re: computers. The vendors should supply what the program needs.

Comment from a committee member that the program should consider buying computers in parts and letting students build them. This would be significantly cheaper.

Question from a committee member. How many faculty members should be added to department?

Dr. Gallegos responded 1 additional, if not 2, PhD-level faculty members would be needed.

Dr. Kempner stated that a replacement for Dr. Medina is on the books, and it is funded.

e. Forestry -review after accreditation (Buchanan)

Subcommittee has reviewed documents, and the chair is putting things together. Minor small edits are being requested.

f. Native American Hispano Cultural Studies (Jenkins)

Nothing to report.

g. General Engineering AA (Jenkins)

Nothing to report. Program director is very busy but will get on it over the summer.

2020 Spring Program Reviews

h. General Science for Secondary Teachers BA, Minor (Cespedes)

i. Math/Computer Science for Secondary School Teachers BA, Minor (Álvarez)

j. Special Education BA, CAEP Accredited, Minor, Certificate, MA (Harrington)

k. Curriculum & Instruction- Bilingual Education/ TESOL/ Reading Education/ Advance Program/Secondary Education Certificates (Buchanan)

6. Communication from the Chair (Wolf)

AAC Chair reported that the Faculty Senate has issued the AAC a charge to look at academic amnesty. This will be on the agenda in the fall.

The AAC was supposed to have a vote for new chair. There are no nominations at this point.

MOTION to add election of Chair to agenda. Seconded. Unanimous vote. Motion passes.

Dr. G. Gadsden nominated for Chair. Dr. Gadsden accepted the nomination.

Dr. E. Harrington nominated for Chair. Dr. Harrington not being in attendance, the Secretary emailed him to ask if he accepted the nomination.

MOTION to hold off on vote until Dr. Harrington responds. Seconded. Unanimous vote. Motion passes.

7. Communication from the Registrar (Romero)

Registrar had little to report.

8. Communication from the Faculty Senate (Gardner)

Dr. S. Gardner reported on the General faculty meeting from last week: Administration has cancelled the meeting with the union, because they are not prepared to negotiate salaries. Dr. K. Jenkins had a presentation concerning faculty salaries and comparisons, which they eventually hope to bring to the Board.

Adele Ludi provided an update on the new portal.

The reorganization of Forestry/Natural Resources Management was approved.

New members of Executive Committee for fall were chosen.

9. Communication from the Graduate Council (Buchanan)

Dr. P. Buchanan reported that they have had two meetings since he last reported to the AAC.

The main theme of the meetings was the response to the COVID-19 pandemic. Dr. G. Gadsden and Dr. G. Glover were named Co-chairs and Dr. Linder continues as Secretary.

Admission is waiving application fees and accepting alternative documents.

The Graduate Office has created work-around for theses. Students can send paper to the Graduate Office and concerned parties can submit signatures digitally, or they will be signed later.

TA training for fall was discussed.

10. Communication from the Administration (Gonzales)

Dr. R. Gonzales reported that many universities are suffering furloughs. Regis laid off 25% of faculty and staff. NMHU is hanging in there and trying to make things work. She has received comments from students giving many kudos to the faculty. Everyone is stressed, but faculty are being creative.

Dean searches wrapping up.

The Board of Regents approved going forward with Wiley. There is a deadline of May 15 to try to get contract back to the board for approval.

NM HED put out RFP for AY 2021 to encourage number of adults to complete the FAFSA. The goal is getting students back into the classroom.

The Chemistry Department has been creating hand sanitizer. Many thanks. NMHU has received a request from the judicial system to create sanitizer.

Question from a committee member. Did we make an offer for Dean of Business?

Dr. Gonzales stated not yet.

Question from a committee member. What are we anticipating for summer and fall for enrollment? Are we looking at decreasing minimum class size?

Dr. Gonzales stated that enrollment is down for summer. There will be no face to face classes. For fall, we are doing a phased in strategy. Looking at potentially down 20%, so we're looking at reducing the number of electives, except for those that are part of requirements. No special topics. Looking at low enrolled classes, for possible combination. 100K dollars was invested in marketing for the summer. We are getting a list from admissions for individual calling and will possibly hire some faculty for 1-on-1 calls. The expectation is that Deans and VPs will do calls as well.

Question from a committee member. What do we do if we have to cancel a significant number of classes?

Dr. Gonzales stated that we have a lot of programs that need revision. There is also a need for house cleaning with the curriculum. There is enough work on campus that could be course release for faculty.

Comment from a committee member. Obviously we don't know what will happen over the next three months. There's a chance we will be completely online in fall. The sooner that decision gets made the more time faculty will have to prepare. Is there an internal date for making this decision?

Dr. Gonzales stated that President Minner is making safety the first concern. Staying to the core mission to teach is paramount. We are planning as if we can do "normal." There is no decision date set. We are taking all the cues from the governor. The sooner we make the decision the better it will be for the faculty.

Comment from a committee member. The strategic plan worries me. One of our core traits is accessibility. Our students are main campus or center students who go in and take classes [in reference to the commenter's department]. They worry about this changing the student body population. There is a company putting in broadband in Navajo nation. What are we doing about northern NM?

Dr. Gonzales stated that our population is different. Our population wants the face to face, even the graduate students. The STEM programs need hands-on experience. We are responding to RFPs for technology. What is out there that

doesn't require as much access? This is huge issue nationally. This is the perfect example of the digital divide. Nobody should have to sit in a parking lot trying to do work. Some students are looking to skip the fall and start in spring. Dr. Kempner had an idea of doing admissions all fall and having a 2nd 8week term. Let's plan for other alternatives. Please bring forward any alternative ideas you have.

H. Romero thanked the VPAA for bringing this to her attention. We need to be creative in these challenging times.

Question from a committee member. Are there Chairs yet for the Forestry and Natural Resources Management Departments?

Dr. Kempner stated that Dr. J. Lindline is the interim Chair for NRM and Dr. J. Sloan is continuing as Chair of Forestry.

Question from a committee member. Those are both interim, right? Dr. Kempner confirmed that they are.

Comment from a committee member. They had students asking if they can get credit from Sophia.org. So, there are students out there looking for online classes.

Dr. Gonzales stated that if a program is regionally accredited, students can transfer that in. if it's not accredited, we don't take them.

Comment from a committee member that Faculty Senate voted against that last year with Straighterline.

Dr. Gonzales agreed. Is a program regionally accredited? Have the students checked with their advisor?

Registrar stated that they got the Sophia inquiry today. They are not regionally accredited.

Secretary reported that she received confirmation from Dr. E. Harrington that he would accept the committee's nomination for Chair.

Vote for Chair was called. Dr. G. Gadsden received 8 votes. Dr. E. Harrington received 6 votes. Dr. Gadsden was elected Chair of the AAC for AY 20/21.

- 11. Biology Department –, New program: BS in Wildlife Biology and Conservation (Revised), Program Revision of Biology BS and BA, Revision of BIOL 385 (please look for revised materials in Sharepoint) - vote item (Rivas)**

Dr. J. Garcia shared a Powerpoint outlining the changes that are being requested. This is based on an Organic First pedagogy.

Comment from a committee member. The document the AAC received from the Chemistry suggests this could derail students if they're not carefully advised.

Dr. S. Corey-Rivas stated that for Wildlife majors, this wouldn't be a problem. It's a different question for the Wildlife vs. the BA/BS

Question from a committee member. They understand the justification for going from 3000 to 2000. But last year the department said they wanted to lower the upper division credit limit. Is there going to be an issue with that requirement?

Dr. Corey-Rivas stated that the Biology degree program has a number that varies.

Dr. J. Rivas stated that there are plenty of upper level classes. Lowering this would not be a handicap to students meeting that requirement.

Dr. T. Timofeeva stated that the Organic First paper that was presented [in the previously-mentioned Powerpoint] was not everything. Students taking wildlife courses also need inorganic and analytic chemistry. Students shouldn't be cut off from knowledge.

Dr. D. Sammeth stated that when the Chemistry Department met with the Biology Department, the document put forth by Chemistry was an agreement settled upon. Chemistry should be taught by chemists. Organic First has strengths and weaknesses. The students that typically take Organic First were AP students in high school. There are two full years in chemistry in the Organic First system. We're more than happy to provide a 1-term Organic Chemistry course. It's a complicated problem. Gen Chem topics will have to be covered in the organic class. Many programs require two full years of chemistry. The Chemistry Department thought they'd reached an agreement with Biology.

Dr. Corey-Rivas stated that each department took things from that meeting and heard things differently. It is her understanding that the Chemistry Department went back and discussed and came back with their decision. Dr. Timofeeva mentioned Analytical Chemistry. For a Biology major, all the Biology department's upper division courses have a quantitative analysis component. We have to be careful what we're talking about, as concerns the Wildlife degree vs. ba/ba. If you look at the forestry degree, there are fewer requirements for that than for Biology. We wouldn't expect as much of a rigorous background in physics and chemistry than for the BA/BS. The Chemistry Department is suggesting we increase the chemistry requirement, but that is not on the table right now. For pre-med, we only require 2 semesters of Gen Chem and one of O Chem. We are asking for the

bioorganic molecules course to stand in for organic chemistry. The bioorganic molecules class has already been created. This is interdisciplinary.

Dr. J. Shepherd stated that the Chemistry Department thought they were going to create two new courses for biology. They were going to work on them over the fall.

Comment from a committee member that they are uncomfortable with this discussion. The departments talked about this but didn't come to an agreement. These issues should have been worked out before coming to the AAC.

Dr. Rivas stated that the Biology Department submitted their documents to AAC in March and invited the Chemistry Department to meet several times, but they didn't agree until last Friday [5/1/2020]. We had an agreement, but the Chemistry Department is going back on it now. We added a Gen Chem class to the Wildlife degree at the request of the Chemistry Department. We know what our students need.

Comment from a committee member that they are concerned about a couple of comments. The Chemistry Department doesn't want to see a change in classes to make them easier. These things should have been discussed, agreed upon, and rectified between the departments. They are concerned that chemistry is not supporting this.

Comment from a committee member that they felt concerned with some of Chemistry faculty's comments. Fundamentally, no department should have a veto over what another department wants to do. The Bachelors in Chemistry doesn't require any Biology classes. They find it strange that Chemistry is objecting on this ground. They think it's important that Chemistry is consulted, but they don't think Chemistry should get a veto.

Dr. M. Petronis stated that the degree program in geology is multidisciplinary. The basics and fundamentals have to be established before you move on in chemistry.

MOTION to approve the new program: BS in Wildlife Biology and Conservation. Seconded. 9 ayes, 4 nays, 2 abstentions. Motion passes.

MOTION to approve the revision of BIOL 3850. Seconded. 12 ayes, 2 nays, 1 abstention. Motion passes.

MOTION to approve the program revision of Biology BS and BA. Seconded. 4 ayes, 4 nays, 6 abstentions. AAC Chair cast the tie-breaking vote by voting aye. Motion passes.

12. Department of Social Work – New Course Proposal: Family Therapy with Children and Adolescents and Macro Practice – discussion item (Massaro)

Dr. B. Massro presented a brief overview of the request.

MOTION to make this an action item. Second.

Comment from a committee member that they are uncomfortable with moving this forward.

Discussion ensued about the importance of discussing proposals and taking the information back to committee members' departments before voting on items.

MOTION withdrawn.

13. Department of Educational Leadership – New program: EDLD Concentration in K-8 Mathematics Teacher Leadership – discussion item (Rock and Karaba)

Dr. Rock stated that last year the program proposed a Master's in Mathematics Teachers Leadership. The proposal was revised based on input received. This proposal now focuses on instructional leadership. The Mathematics Department has approved the proposal. Last time it was more content and less instructional leadership. That has been changed. Several courses are already offered in the department and some have been taught as special topics.

Dr. R. Karaba stated that there are 2 options for Master's in Educational Leadership. Students would be foregoing some Educational Leadership classes but they're not in line to get administrative positions. The department could grow this from math concentration to science concentration for teacher leadership.

Dr. Rock stated that there is a lot of opportunity for growth and collaboration with institutions across the state.

Question from a committee member. Who's planning to teach neuroscience?

Dr. Rock stated that it is the neuroscience of learning. It will be taught by Dr. L. Layne, who is adjunct faculty this year.

Question from a committee member. This is different than a degree in math education?

Dr. Rock confirmed that this is about pedagogy. Dr. A. Wolf clarified that this is about instruction coaches in elementary schools. This leadership program would let them be coaches in math for k8.

Meeting time elapsed.

Dr. C. Duran stated her disappointment that Social Work has been squeezed out. It doesn't seem right. We followed the process. Dr. E. Rodriguez expressed a similar concern

The AAC Chair stated that she understands. This year has been difficult for people to get all the necessary information to us and to cover everything.

The AAC members agreed to schedule one more meeting for Wednesday, May 13, 2020 to cover the remaining items. There will be no reports at that meeting.

- 14.** Department of Counseling – Course revisions: COUN 6110 – Social Justice and Cultural Diversity, COUN 6980 – Internship in Counseling – discussion item (Koch and Glover).

Meeting time elapsed. No discussion.

- 15.** School of Business – Certificate in Emerging Business Markets Entrepreneurship, Bachelors of Administration in Organizational Leadership, Bachelor of Applied Science Degree in General Business – discussion item (Peters, Tucker)

Meeting time elapsed. No discussion.

- 16.** Discussion – We need input for all members on this issue. The potential wisdom of decreasing the number of upper-division credit hours required for undergraduates to complete their bachelor's degrees. With the common course numbering changes having changed several 300- or 400- level courses to 200-level courses, I anticipate that undergrads will begin having an increasingly hard time meeting the 45-credit upper division requirement.

- 17.** Late Additions to the Agenda (minor items only)

- 18.** Next meeting

May 13, 2020, Zoom only

19. Adjournment

Meeting adjourned at 5:12.

Draft submitted by K. Gray, 5/12/2020

Computer Science Program Review Academic Affairs Sub-committee Evaluation & Report

Note: This program review reflects the information submitted in February 2019.

The Computer Science program at NMHU successfully trains students for the rapidly changing demands of the field. The speed of change within the field is a challenge both to graduates and faculty alike. The program appears forward-facing, looking towards areas of growth and interest for future directions of program development. The CS program has decided to focus on 4 main areas that are future-oriented (and responsive to current needs) and directly relevant to a wide variety of other disciplines/fields: AI/ML, cybersecurity, data science, and data mining. The anticipated changes are thoughtful, responsive to identified program needs, and responsive to emerging trends and job opportunities within CS. The program also explicitly desires to increase the number of females studying computer science, showing a commitment to diversity within their field, consistent with NMHU's values.

The program's vision, mission, and values are clearly articulated and specific to the discipline. Student learning outcomes are likewise clearly stated and closely related to NMHU's core traits. The learning outcomes are impressive, demonstrating high faculty expectations for students and for their own ability to successfully meet those outcomes. The program is thoughtful about attending to how goals are measured at different points in the program and how well goals are being met at different points in the program. Their goals seem important and relevant, and the results of their outcomes assessment shows the CS program is succeeding at meeting its goals. Their ability to meet demanding learning outcomes is a testament to the faculty's hard work and teaching success.

CS faculty are active within the university in making contributions to research (including grants) and are active in service involvement. CS faculty have successfully acquired external support that provides funding to undergraduate and graduate students, which is clearly valuable. Faculty are also active in professional associations and other professional activities such as collaborations and internship development for students. Undergraduate students have completed research presentations at professional conferences, which are particularly impressive accomplishments at the undergraduate level. Given this experience, it should come as no surprise that a number of undergraduate students from CS continue on to graduate school (for example, at UNM and NM Tech.) Graduate students often earn jobs at LANL and SNL, providing additional strong evidence of the quality and success of the program.

The Computer Science program is currently facing several challenges, most prominently an insufficient number of faculty. This challenge in particular, in addition to program faculty's difficulty in accessing Program Review revisions on his NMHU computer after the campus closed due to COVID-19, has resulted in some minor shortcomings of the program review (the subcommittee had requested additional information, and did not receive it). We do not believe these shortcomings in the program review reflect shortcomings in the program, but rather, are the result of a necessary allocation of the sparse faculty resources toward running the program. While the program has documented some difficulties with retention, this problem is not specific to the CS program, but rather, reflective of a university-wide problem with retention that impacts graduation rates. Nevertheless, to improve retention, the CS program has worked on enhancing early (100- and 200-level) courses, and has established internships at LANL for students. The program's placement rate at LANL jobs after degree completion is a good indicator of the success of this second set of improvements. Additionally, the CS faculty have begun to advise students to take

ENGR 251 and ENGR 215 to give applied and concrete experience to students that will help prepare them to master more abstract CS concepts.

Although we lacked all the information needed to evaluate the extent to which the CS program needs additional university support, it appeared that the program would likely benefit from more financial support for graduate assistantships, more tenure/tenure-track faculty, and modernization of computing facilities.