

1. Roll Call

Present: Robin Bartee (Social Work), Peter Buchanan (English), Blanca Céspedes (Forestry), Kevin Ensor (Counseling & Guidance), Gloria Gadsden (Sociology, Anthropology, & Criminal Justice), Gil Gallegos (Computer & Mathematical Sciences), Sandra Gardner (Nursing), Katie Gray (Library), Edward Harrington (Visual & Performing Arts), Sheree Jederberg (Educational Leadership), Kathy Jenkins (Exercise & Sport Sciences), Arcadius Krivoshein (Chemistry), Angela Meron (Media Arts & Technology), Daniel Olufemi (Curriculum & Instruction), David Pan (Psychology), Jim Peters (Business Administration), Luke Ritter (History & Political Science), Eric Romero (Languages & Culture), Maureen Romine (Biology), Mariana Ulibarri-Horan (Special Education), Elisabeth Valenzuela (Teacher Education)

Vacant positions: Natural Resource Management

Ex Officio Members: Roxanne Gonzales (VPAA), Henrietta Romero (Registrar)

Also present: Christina Durán (Dean, Social Work), Mary Earick (Dean, School of Education), Geri Glover (Counseling), Karol Ibarra-Zetter (Languages & Culture), Brandon Kempner (Dean, CAS), April Kent (Library, Faculty Senate Representative), Carol Litherland (Languages & Culture), Veena Parboteeah (Dean, Business & Media Arts), Jesús Rivas (Chair, Biology), Carla Romero (Business), Monica Rossetti (Sociology), Rod Sanchez (Business), Norma Valenzuela (Languages & Culture), Ian Williamson (AVPAA), Melanie C. Zollner (Business)

2. Approval of the Agenda

MOTION to approve agenda. Seconded. Approved by consensus.

3. Approval of Minutes – February 3, 2021

MOTION to approve minutes. Seconded. Approved by consensus.

4. Subcommittee Reports (see attached subcommittee list)

a. Undergraduate Appeals (Meron)

Subcommittee has not received any new appeals. The vote was completed on the previous two appeals and was submitted to the VPAA's office today.

b. Graduate Appeals (Jenkins)

Nothing to report.

c. Ballen (Buchanan)

The subcommittee agreed to allow the Forestry Department to defer their proposed visit to next year, and recommended scheduling it for Spring 2022. There was consensus in the subcommittee to wait until beginning of Fall 2021 to open a new call for proposals for Spring 2022. There will be extra funding available at that time so the committee might allow for a visit from more than one scholar.

d. Policy (Gadsden)

Auditing policy recommendation – discussion item

The Chair stated that the subcommittee met last week and had a vigorous discussion of the auditing policy. She provided an overview of the policy recommendation they crafted.

Comment from a committee member that the auditing students affects her department due to the limited number of resources available for certain courses.

The Chair stated that the subcommittee did not create a recommendation concerning what to do if a student signs up to audit a class but then doesn't show up for classes. There is currently no consequence to the student.

Question from a committee member. Is there a situation in which students use the audit on the transcript to gain access to something or to use it for licensure?

Comment from a committee member that in the past, some people taking courses from outside NMHU have used it for that purpose, but those cases are few and far between. This is one of the policies we worked on a few years ago as part of our retention efforts. For students who are failing, being able to switch from a regular grade to audit status can help. Maybe we shouldn't allow students to change from grade to audit if they don't show up to 70% of classes.

Question from a committee member. Are students that audit allowed to take quizzes and submit papers? The Chair stated that that's up to the instructor.

Comment from a member of the subcommittee that they talked about the 70% requirement. For Graduate students it would have to be 80%. The Chair stated that that should be left up to the instructor. Comment from a committee member that sometimes we want different standard for Grad students. They believe it should stay at 70% but would support programs who choose otherwise.

Comment from a committee member there is a difference between a grade and attendance. This issue is about attendance.

Comment from a committee member that there has to be a consequence for not coming to class. They shouldn't have an audit grade without coming to class. The Chair stated that we're trying not to make this punitive, and we don't want to discourage staff members from auditing classes. If a student is not reliable, this would probably be shared with other faculty members informally. HR has mentioned that some institutions do a pass/fail for audits. We're not there yet.

Comment from a committee member that they're not opposed to pass/fail, but they are sensitive to the fact that staff members can enroll in courses. If it's professional staff, they're not working toward a degree necessarily. I want to make sure we fight for their benefit. Work sometimes interferes with the courses they're taking.

Question from a committee member. Could we let them sit in on classes without an audit on a transcript?

Comment from a committee member that failure has big connotations. Having a fail on a transcript is extreme. The Chair agreed, especially when an F gets averaged into the GPA.

The Registrar stated that students could do a Pass/Fail option. HU doesn't have the option for faculty to withdraw students for non-attendance. But that makes things complicated. There can be some compromise. It would have to be built into every class.

G. Glover stated that when she sees an audited course on a transcript, she doesn't take it into consideration. Other committee members agreed.

Comment from a committee member that once this policy is ironed out and goes through the process, it should go back in catalog. They also stated that the university needs to mentor new faculty about this. For a failing student, it is beneficial to change them to audit so they can get course experience without it hurting their GPA. It's good for retention.

5. Program Review Subcommittee Reports
a. Southwest Studies (Gallegos)

The subcommittee Chair compiled the notes of the subcommittee members and will review them and send them on to the department.

b. Native American Hispano Cultural Studies (Jenkins)

Review was submitted by the program Chair and has been distributed to the subcommittee members.

- c. Education - Counseling and Guidance (Gadsden)
Program review final report.

The program review subcommittee Chair presented their report (see attached).

The Chair stated that the program's overhead costs need to be assessed. Also, the program has been without Administrative support for years, which CACREP also has identified as an issue.

The program review subcommittee chair congratulated the Counseling program for their impressive program review.

- d. Educational Leadership (Gardner)

Review complete. Item to be stricken from further agendas.

- e. Health (Buchanan) –

Nothing new to report. The Department hopes to finish by the end of February.

- f. Human Performance and Sport, BA, Minor (Gadsden)

Department is working on the review.

K. Jenkins stated that the department is almost done with a major revision of curriculum, which will be embedded in the review. They are proposing a dual major in Health/ESS, which is almost complete.

- g. Human Performance and Sport, MA (Gadsden)

See above.

- h. University Studies (Wolf)

Awaiting final report from subcommittee Chair.

- i. Education – Special Education (Harrington)

Nothing new to report.

M. Ulibarri-Horan stated that they have finished the strategic plan but are lacking some data that has been difficult to find. The draft has been reviewed by the department and moved up the chain. E. Harrington and AAC Chair advised Ulibarri-Horan not to wait on data.

j. Social Work, BSW, MSW (CSWE Accredited) (Buchanan)

Subcommittee Chair has not yet contacted the department.

R. Bartee stated that they are going to be submitting a document based on self-review written for accreditors.

k. Mathematics, BA, BS, Minor (Romine)

Department has been contacted.

l. Media Arts, MA, MS, BA, BFA, Minor, Certificate (Harrington)

Subcommittee Chair has not yet contacted the department.

6. Biology Department – Program Revision, BS Wildlife Biology and Conservation – discussion/action item (Romine, Rivas)

Chair opened the floor for discussion or questions.

MOTION to approve the program revision. Seconded. Approved by consensus.

7. Mathematics & CS Department - New course, Survey of Mathematics (MATH 1XXX) – discussion/action item (Gallegos)

Chair opened the floor for discussion or questions.

MOTION to approve the new course. Seconded. Approved by consensus.

8. Senate Charge – Posthumous Degree Policy – discussion/action item (Gadsden)

Chair opened the floor for discussion of the Senate charge concerning the proposal, which was distributed to committee members.

Questions from a committee member. How did the Faculty Senate develop this policy? What do other universities do?

The Registrar stated that it was developed out of the Registrar's office, because they have had 2 students who were given a posthumous award in the last two years, but the university doesn't have a policy. The Registrar did complete a comparison of policies at other institutions.

The Chair stated that there isn't a provision for the program or department to approve degree.

The Registrar stated that this is just a draft. Some institutions send it through the department, and some don't.

A. Kent stated that that's exactly why the Faculty Senate voted to send this to AAC. The Faculty Senate wants AAC to lay out how the process should go.

Comment from a committee member that faculty are in charge of conferring degrees. It's important the offices send the information to the faculty. The President doesn't award a degree. The committee member also disagrees with 85% degree completion as a rule. Some students make a significant contribution to the program and mean a lot to the other students. It's important to have another path for faculty to say what they want.

The Chair agreed that the 85% should be taken out. The department should decide what threshold to use. The Chair also agreed that the President should not award the degree; it shouldn't go higher than VPAA's office.

Comment from a committee member that in the policy that was sent, it states 85% or as determined by the university. Comment from another committee member that it doesn't say that in section B.

Ms. Kent stated that the Registrar wanted to bring a general skeleton forward and then it would be more appropriate for the AAC to flesh it out.

The Chair stated that she was willing to re-draft it and bring it back before the committee.

MOTION that the Chair should re-draft the proposal with recommendations from AAC and bring it back to the committee for discussion and possible vote at the next meeting. Seconded. Approved by consensus.

9. School of Education, Counseling – Program Name Change Request – discussion item (Glover)

Dr. Glover gave overview of proposal. The program encompasses more than school counseling. Using the term "guidance" is archaic. Professionals are not called guidance counselors anymore. It also produces issues with licensure.

The Chair asked about how CACREP views the changes. Dr. Glover stated that they don't care.

Question from a committee member. Is the faculty in favor of the change. Dr. Glover stated that they are. There is a department vote on the form.

10. Department of Languages and Culture – Language Proficiency Policy Modification – discussion item (Valenzuela)

N. Valenzuela provided an overview of proposal. This change has been contemplated by the department for a long time. The language requirement will remain, but they are listing the several ways the students can meet that requirement. This will ensure that students know what's expected of them.

C. Litherland stated that it's important to have this clarified because it's been confusing to students and the Registrar's office.

The Chair stated for clarification that this is not a change in the proficiency requirement, just an elaboration. Dr. Valenzuela stated that is correct. This will also help faculty.

The Chair asked how many students this will impact. Dr. Valenzuela could not estimate that.

Question from a committee member. Is it possible for students transferring in to be granted the proficiency? Dr. Valenzuela said yes.

The Registrar stated that there needs to be clarification about how students meet the proficiency standard. This is a way to make this process more fluid. So, the department determines how the student meets proficiency.

Comment from a committee member that there are a number of speakers of languages that aren't written down. There may not be an assessment tool for some languages. This might be something we should think about. We may want to create pathways for heritage languages.

Dr. Valenzuela stated that the department is very sensitive to that. They would never say no to accepting proficiency to a language other than a written one.

E. Romero stated that this isn't a change in the requirement. This will clarify the requirement for all offices. There is flexibility within the department to recognize language mastery.

Prof. Litherland stated that there is a catch-all phrase at the end about assessing other languages.

Comment from a committee member that his department discussed this matter in department and feel that the proposal sounds very subjective. Why not use a challenge exam? The Chair clarified that this is not a review of the department's procedures. We trust the department to judge the proficiency of students. This is just a clarification of the procedure already in place.

Question from a committee member. Why not use a challenge exam? Dr. Valenzuela stated that there are multiple options for determining proficiency. An assessment is still possible. They can take a test. The Chair agreed.

11. Department of Sociology, Anthropology, & Criminal Justice - New Course, Gender and Crime (SOCI/CJUS/GNDR 3XXX) - discussion item (Rossetti)

M. Rossetti provided an overview of the proposal. This course has been taught as a special topic in past and was very popular. Criminal justice courses usually focus on males, but this course offers a feminist perspective and includes the transgender experience.

Question from a committee member. How many electives do your students take? Every time we add a course, we commit to teaching it on a regular basis. Would this just be listed with the electives? Prof. Rossetti stated that they offer 12. Dr. Gadsden stated that Criminal Justice has 18 credits of electives. This course will not be cross-listed with Anthropology. The biggest complaint the department has received is that there aren't enough electives.

Question from a committee member. How often would you offer it? Dr. Gadsden stated it will be every other year.

12. School of Business – New Program, BAS in General Business; New Course, Communication Strategies for Leaders (BMIS 3XXX); New Course, Business Analytics in Decision Making (BMIS 4XXX); New Course, Budget Management for Leaders (BUSA 3XXX); New Course, Leadership Ethics (BUSA 3XXX); New Course, Seminar in Leadership (MGMT 4XXX); New Course, Strategic Thinking for Decision Making (MGMT 4XXX) – discussion item (Peters, Sanchez)

C. Romero provided an overview of proposal. The department came before the AAC previously with a proposal. The department is trying to allow vocational or technical classes to come in as a minor. Many courses were lowered during the common course renumbering, so we're adding the courses at 3/4000 level. These courses can also be used in other degrees.

The Chair asked why they have created six new courses. Why not use existing courses?

V. Parboteeah stated that the School has another degree they'll be putting forward. These courses will be common to both programs. They want to be sure we have the courses out of the gate.

The Chair noted that page 9 of the proposal states about the Core that "NMHU commits to offer courses in those areas in a fully online, asynchronous format." The Chair questioned the accuracy of this statement. Dr. Parboteeah stated that the language may be too strong.

B. Kempner stated that he has reached out to departments to ask if they would want to offer some of the Core courses in an 8-week format.

Dr. Parboteeah stated that the department would tone that language down as needed.

The Chair noted that the budget on page 12 of the proposal includes \$57,000 for per course faculty members. Where did that number come from?

Dr. Parboteeah stated that that entails business faculty, but they are also looking at courses in CAS for Gen Ed credits if needed.

The Chair asked how many per course faculty will be needed. There's no elaboration in the proposal. C. Romero stated that it's 20 courses per year. The Chair asked if that's all per-course faculty. The Chair requested clarification for why all those courses would be taught by per-course faculty. Why aren't tenure-track faculty teaching them? C. Romero stated that the proposal states the positions would start as per course and then become tenure track faculty. The Chair stated that needs to be justified in the proposal.

Comment from a committee member that the student traits are not on the syllabi, which is required. A program like this is dependent on CAS; what if CAS faculty say they don't want to teach asynchronous courses? Does that make this proposal fall apart? Mode of delivery is the right of the faculty member. Also, the proposal relies on adjuncts, so the committee member would like to see that the university has already decided to make that commitment. The committee member also stated that they received complaints from faculty in the School of Business that they are uncomfortable about asynchronous programs coming forward. The committee member pointed out that there are two non-tenure track faculty speaking about this proposal, but they would like to hear the tenured/tenure-track faculty aspect and support.

Comment from a committee member that the School of Business already has a Bachelors in Business Administration. What prevents this class of students from taking that degree? HU has a BA in interdisciplinary sciences. Why not configure that degree to your needs?

The Chair asked if this proposal was vetted by all faculty. R. Sanchez stated that it was shared at the last faculty meeting and faculty voted to support it.

J. Peters stated that this program is built into the Wiley contract. When the department faculty voted on this, it was not a Wiley program. Dr. Peters recommended that department take it back to faculty to clarify that. The program has to be 8 week asynchronous or Wiley won't do it. One of the problems with the Wiley programs is that they won't make money with tenured faculty.

M. Zollner stated that she has questions about per course faculty teaching the courses.

The Chair asked why this program is necessary. C. Romero stated that a BBA is a specialized, accredited program which has to have specific courses. This program doesn't have the specific prescribed courses. The BBA doesn't have a minor. This program allows students to bring in their previous work as a minor.

Question from a committee member. Will the students who graduate with this degree be competitive nationwide? Are there similar programs? Dr. Parboteeah stated that ENMU has something similar. This program helps those with an Associate's get a Bachelor's.

Provost Gonzales stated that this is a degree completion program for the adult sector. BAS is remarkably popular nationwide. This is what the state is looking for. One of the things the Provost wants to do this fall is hire a retained term faculty right away. The Provost stated this is a NMHU degree, not a Wiley degree. Wiley does recruitment and marketing only. There are options for adult degree completers if CAS classes aren't available. This will allow HU to work with industries. HU can also partner with the military.

The Chair asked the Provost if the university is committed to this budget. The Provost stated they are. The Provost stated the models that work best online are the ones that have tenure-track faculty coordinating and working the program. Curriculum is managed by full time faculty.

The Chair summarized the concerns that the committee would like to see addressed to wit:

- Add student traits to all new syllabi.
- Provide a justification for the large number of per course faculty.
- Address the partnership with CAS
 - How dependent on CAS is this new program?
 - What happens if CAS does not pull through?
- Include a statement from the VPAA's office stating the budget request has support.
- Include a vote from the faculty specifically addressing the 8-week, asynchronous format.
- Rewrite the following statement: "NMHU commits to offer courses in those areas in a fully online, asynchronous format."

13. Communication from the Chair (Gadsden)

Nothing to report.

14. Communication from the Registrar (Romero)

The Registrar reported that registration for Summer semester starts March 1 and for Fall semester starts April 5.

Current enrollment (Undergraduate and Graduate combined) is down about 2.8% from last year, which is in keeping with the national trend. Total: 2620 (last year: 2546)

Question from a committee member. What is the fall to spring retention rate compared to last year? The Provost stated the retention is 84.8%, compared to 85.2% last year.

15. Communication from the Faculty Senate (Kent)

Ms. Kent reported on the Faculty Senate meeting of 2/10/2021. See attached report.

16. Communication from the Graduate Council (Gadsden)

The Council has not met since the last AAC meeting.

17. Communication from the Administration (Gonzales)

The Provost reported that the CTE director position has been posted.

There are several new degrees from various institutions that will be reviewed at state level, including AAS in massage therapy, BA in political science, MA in history, MA in early childhood education, and BS in wildlife biology (from HU).

Commencement is underway.

HU is putting forward a TRIO grant that is directed toward adult education and will serve Northern New Mexico and work with veterans.

Question from a committee member. In New Mexico, students in K12 can graduate without a diploma. There isn't a pathway to complete their diplomas except community college. Will that be a component of the grant?

The Provost stated that the only organization who can issue a diploma is PED [Public Education Department]. So, the community colleges can only assist with GEDs. There is a bill in front of the House in which the state is considering outsourcing to a company that will work with students who want to get a diploma, and they will issue it. This grant would refer people to a GED program or a literacy program.

Comment from a committee member that they were on a subcommittee when the law was changed. The main issue we still haven't dealt with is that 4-year universities can't accept those non-diploma degrees. So, students have to take the GED? The Provost stated that right now they do.

The Chair asked for an update on the faculty buy-outs.

I. Williamson stated that they're going well. Of the 50, the VPAA's office has sent 45 to Human Resources for final processing. The other 5 are still being nailed down.

The Chair asked about Fall 2020 buy-outs.

Dr. Williamson stated that they're near the end, so they can look at processing current hours. The current ones shouldn't be as complicated, because they don't cover 7 years.

Question from a committee member. Are faculty going to get paid this Friday? Dr. Williamson stated that is a Human Resources issue. He doesn't know if it's payroll or will be a lump sum payment. The Provost offered to email F. Valencia [Human Resources/Payroll Director].

Question from a committee member. Has Early Alert been sent out? Dr. Williamson said he will enquire about it.

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

19. Next meeting – March 3, 2021

Zoom only, <https://nmhu.zoom.us/j/5054543209>

20. Adjournment

Meeting adjourned at 5:05.

Program Report for Academic Affairs Committee Program Review (Fall 2020)

The M.A. in Guidance and Counseling was first offered in 1968. By 2013, the M.A. in Guidance and Counseling had four emphases in place:

- clinical mental health counseling
- school counseling
- rehabilitation counseling
- clinical rehabilitation counseling

The Department is currently proposing a change to the title of the degree to Master of Art (M.A.) in Counseling to more accurately reflect the mission of the Department.

The Department also offers three post-MA Certificates.

PROGRAM VISION, MISSION AND VALUES

The Vision of the Highlands' Counselor Education Program is to be a premier counselor education program that prepares counselors as agents of social change who transform the lives of individuals and communities they serve.

The mission of the Highlands' Counselor Education Program is to train entry-level counselors who are prepared for positions in community service agencies as mental health counselors, in school systems as school counselors, and in rehabilitation settings as rehabilitation counselors. They are committed to continuous improvement of quality and excellence that fosters critical reflection, integrates theory and practice, and promotes advocacy through a culturally responsive and inclusive approach.

The NMHU Vision is to transform lives and communities now and for generations to come. The Counselor education program supports this vision by preparing counselors as agents of social change who transform the lives of individuals and the communities they serve.

The NMHU Mission is to serve local and global communities and foster creativity, critical thinking and research in the liberal arts, sciences, and professions within a diverse community. The Counselor Education Program supports this mission by preparing professional counselors for positions in local, regional, and national communities. Particular attention is paid to fostering critical reflection, integrating theory and practice, and promoting advocacy with a culturally responsive and inclusive approach. The NMHU Core Values of Excellence, Diversity, Accessibility, and Responsiveness are reflected in the School of Education Core Values: Authentic learning; Reflective practice; Diversity; Social justice; Excellence/quality; and transformation. They are defined and included in all Counseling Program syllabi.

PROGRAM COMPETENCIES

For the past 5 years, the Counseling program has had a completion rate of over 87%. In 2019-2020, the completion rate was 94.7%

They have had success with respect to enrollments over the past 5 years, with a high of 92 students in 2015-16 and a low of 65 students in 2017-18.

They have a rich and diverse body of students. In 2018-19,

ETHNICITY						
	Hispanic	White	Asian	Native American	African American	2 or More
# Students	22	25	2	3	3	1
Met	39%	45%	4%	5%	5%	2%

Their students have participated in a wide variety of activities including various Student Wellness workshops, academic/professional webinars, and academic/professional conferences.

Many of their students find employment right after graduation. In 2015-16, 73% of their students were employed after graduation, in 2016-17, 68% of their students were employed after graduation and in 2017-2018, 59% of their students were employed after graduation. There is no data available yet for the most recent 2 years.

STUDENT LEARNING OUTCOMES

Counseling offers one degree with four concentrations. SLO's are evaluated at the degree level. As of their most recent OIER report, 66% of their students met the first SLO, approximately 87% of the students met the 2nd learning outcome and 100% of their students met learning outcome three.

Programmatic and student-level assessments have been used to change various aspects of the program.

Counseling Department faculty have, and continue to, participate on many standing and ad-hoc University-wide committees as members and in leadership roles.

AREAS OF IMPROVEMENT

The focus of the program for the past 3 years has been almost entirely on the pursuit of CACREP accreditation. The program is optimistic that at least a 2-year accreditation will be granted.

Changes over the next five years?

With national accreditation, the Counseling Program will be poised for additional growth. The ability to provide the program in a fully distance format makes the program accessible across New Mexico and other states. As the program grows, additional faculty and support staff will be needed.

The program plans to engage in outreach to Native American Colleges in the mountain states region to provide opportunities for MA degrees in counseling and specialty areas.

Finally, the program would like to include additional specialty areas.

COST ANALYSIS OF THE PROGRAM

Through an estimate of credit hours/year multiplied by in-state tuition, it appears that general operating costs are covered by the program.

However, no estimate of “overhead” costs has ever been identified for the program and needs to be assessed.

Additionally, the program has requested a full-time administrative assistant for several years. A half-time administrative assistant position was filled late January, 2019. This has been helpful, but insufficient. The accrediting body, CACREP, also identified this as a ‘concern’ for the program.

The Counseling Program does not currently have any grants or funded projects.

OUTLYING QUESTIONS ASKED BY AAC PROGRAM REVIEW SUBCOMMITTEE

- Please let us know when your ABD faculty members are scheduled to finish their degrees.
 - One is already finished. The other hopefully by August 2021.

- Please address how the loss of the Farmington faculty member might impact your program.
 - The loss of this faculty member has impacted the program. When a faculty member was housed in Farmington, it boosted recruiting efforts, increased the number of students enrolled in the program at that Center, and improved overall student advising. Without a person at this location, all these areas have been negatively impacted. However, due to a significant increase of students enrolled at the Rio Rancho location, the program has decided to redirect efforts to hire a faculty member for that Center. The program does hope to replace the faculty member at Farmington in the near future.

- And although this is not required for this program review, we were wondering what kind of remediation you need to do for your accrediting body (i.e., sections that were “unmet” in accreditation report).

- In the appendices folder, each document addresses how we have already, or plan to redeem ourselves, to CACREP.

FS Liaison Report to AAC on February 17, 2021

February 10, 2021 meeting of the FS

1. **Communication from the President (S. Minner).**

- a. COVID-19 update: Met with governor's office.
- b. Legislative session update: No major changes.
- c. Personnel: Will be a nation search for the new OIER director.
- d. Commencement: Will be virtual.
- e. Facilities: bleachers in Wilson will be replaced.
- f. Foundation fundraiser was held the night of this meeting.

2. **Communication from the Administration (R. Gonzales).**

- a. CTE position has been posted for internal candidates who are tenured or on the tenure tack.
- b. Patrick Wilson continues to work on the Wiley implementation.
- c. NFS audit occurred February 8-Thursdaay 11. Ian Williamson oversaw this visit.
- d. Ad Astra scheduling software discussion
 - i. Concerns about how overlapping classes problems can be resolved. Software can flag problems. Decisions about these problems will have to be made by department chair and dean.
 - ii. Ad Astra can do more than the university's basic banner license. Can do predictive analytics. At other institutions Ad Astra has raised retention and completion rates over the years.
 - iii. Concerns about transfer students and scheduling needs.

3. **Communication from the Chair (O. Tamir).**

- a. Bookstore: Dr. Tamir attended a meeting on the bookstore issues. No resolution to the problems right now. Dr. Tamir expressed concerns from the faculty. Dr. Steve Williams recommended that the bookstore be an agenda item at future senate meetings.
- b. Commencement: Dr. Tamir recorded her part for the virtual event. The commencement committee will meet next week.
- c. Campus Climate Survey: Dr. Tamir met with Dr. David Pan on the IRB concerns. Dr. Pan is working with Dr. Moore on a joint statement on the survey.

4. **Communication from the Undergraduate Student Senate (C. Ulibarri).**

- a. The student senate has one new member but is still looking for more. Please connect interested students with Mr. Ulibarri.

5. **Communication from the Staff Senate (I. Crespin/D. Gallegos).**

- a. Mr. Buddy Rivera reported that the Staff Senate is in support of an EEOC position.
- b. Senate is looking at how to expand the dependent tuition waiver to dependents over 26.
- c. Working on a new strategic unit plan to align with the university's new strategic plan.

6. Old Business.

a. Transfer Credit Grading Protocol Change (attachment).

- a. Motion passed to endorse the change in the Transfer Credit Grading Protocol/Process to include the code CRD for transfer course with the grade of D. This code will help departments with advising to ensure that they are selecting an appropriate transfer course for the requirement they are trying to meet as sometimes a D is acceptable and sometimes a C or higher is required.

b. Posthumous Degree Policy Draft (attachment).

- a. Motion passed to send draft policy the Academic Affairs Committee to review. Academic Affairs is asked to look at the role of faculty in conferring degrees posthumously.

c. Minimum Math Credit Requirement for Bachelor of Science degree (attachment).

- a. Motion passed to approve the change of the requirement to 6 credit minimum. The current 8 credit requirement was a problem for transfer students who would have completed the required math courses at institutions that offered the classes as 3 credit rather than 4 credit. The math program had no objections to this change and noted that with the common course number more petitions were coming in on this matter.

d. Student Course Evaluations.

- a. Three faculty senator volunteers, Ben Villarreal, Daniel Chadborn, and Beth Massaro will be joining the working group on this matter which include members of the faculty association and the administration. This is part of an ongoing discussion that was interrupted by the fall 2019 cyberattack and the pandemic.

12. New Business.

a. NMHU webpage issues.

- a. Motion made to the Executive Committee look at inviting Dr. Mary Earick and Mr. Joe Gieri to a future meeting to present on SharePoint options for the intranet.

12. Executive Session.

13. Public Action as Necessary on Other Closed Session Discussions.

14. Adjournment.