

**1. Roll Call**

**Present:** Robin Bartee (Social Work), Peter Buchanan (English), Blanca Céspedes (Forestry), Kevin Ensor (Counseling & Guidance), Gloria Gadsden (Sociology, Anthropology, & Criminal Justice), 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), Elisabeth Valenzuela (Teacher Education)

**Absent:** Gil Gallegos (Computer & Mathematical Sciences), Mariana Ulibarri-Horan (Special Education)

**Vacant positions:** Natural Resource Management

**Ex Officio Members:** Roxanne Gonzales (VPAA), Inca Crespin (Registrar)

**Also present:** Kristin Bogda (Exercise & Sports Sciences), Alice Davis (Nursing), Christina Durán (Dean, Social Work), Jeanie Flood (Nursing), Brandon Kempner (Dean, CAS), April Kent (Library, Faculty Senate Representative), Emmanuel Nkwenti-Zamcho (Business), Veena Parboteeah (Dean, Business & Media Arts), Benito Pacheco (Director, Strategic Enrollment Management), Seonsook Park (Education), Jesús Rivas (Chair, Biology), Rod Sanchez (Business), Victoria Stark-Romero (Nursing), Robert Vasquez (History & Political Science), Benjamin Vickers (Exercise & Sports Sciences), Steve Williams (Chair, History & Political Science), Ian Williamson (AVPAA), Melanie C. Zollner (Business)

**2. Approval of the Agenda**

Chair requested that item number 18 be moved to number 6.

K. Jenkins stated that the Exercise & Sports Science proposal would be presented by B. Vickers and K. Bogda.

MOTION to approve the agenda with amendments. Seconded. Approved by consensus.

**3. Approval of Minutes – March 3, 2021**

MOTION to approve the minutes. Seconded. Approved by consensus.

4. Subcommittee Reports (see attached subcommittee list)

a. Undergraduate Appeals (Meron)

Nothing to report.

b. Graduate Appeals (Jenkins)

Nothing to report.

c. Ballen (Buchanan)

Nothing to report.

d. Policy (Gadsden)

Chair ceded control of meeting to Secretary.

- Course reactivation policy recommendation – discussion item

G. Gadsden reported the recommendation of the subcommittee. Since deactivation of courses must go through the AAC, the subcommittee recommends that reactivation of courses also goes through AAC. The Registrar had reported to the subcommittee that reactivation sometimes comes with other issues, so she recommends it, as well.

Comment from a committee member that the AAC also needs to see where the reactivated course fits into the curriculum, just as they would with any new course being proposed.

MOTION to approve the recommendation. Seconded. Approved by consensus.

- Grade Appeal form – discussion item

Dr. Gadsden reviewed the form.

Comment from a committee member that the Registrar did a great job in creating the form.

Secretary ceded control of meeting back to Chair.

5. Program Review Subcommittee Reports (see attached subcommittee list)

a. Southwest Studies (Gallegos)

Subcommittee Chair not present.

b. Native American Hispano Cultural Studies (Jenkins)

Subcommittee submitted recommendations to Program Chair. Subcommittee met with Program Chair and Dean. Program Chair is working on edits.

c. Health (Buchanan)

The review documents have been received and forwarded to subcommittee members for review.

d. Human Performance and Sport, BA, Minor (Gadsden)

The review documents have been received and forwarded to subcommittee members for review.

e. Human Performance and Sport, MA (Gadsden)

The review documents have been received, but not yet forwarded to subcommittee members for review.

f. University Studies (Wolf)

A. Wolf has not reported progress.

g. Education – Special Education (Harrington)

The review documents have been received.

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

No progress to report.

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

No progress to report.

**6. Communication from the Chair (Gadsden)**

Nominations for AAC Officers for Academic Year 2021-2022

Chair opened the floor for additional nominations for Secretary. [K. Gray nominated at meeting of 3/3/2021.] No additional nominations.

MOTION to elect Ms. Gray as Secretary for Academic Year 2021-2022. Seconded. Approved by consensus.

At request of a committee member, Chair ceded control of meeting to Secretary.

Floor opened for additional nominations for Chair. [G. Gadsden nominated at meeting of 3/3/2021.] No additional nominations.

MOTION to elect Dr. Gadsden as Chair for Academic Year 2021-2022. Seconded. Approved by consensus.

Secretary ceded control of meeting back to Chair.

7. School of Business – discussion/action item (Sanchez, Rodriguez)
  - New Program, BA in Organization Leadership in Public Safety
  - New Program, Certificate in Organizational Leadership
  - New Program, Certificate in Public Safety [Political Science]
  - New Minor, Public Safety [Political Science]
  - 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)
  - New Course, Public Safety and Homeland Security Studies (POLS 3XXX)
  - New Course, Public Safety and Terrorism (POLS 3XXX)
  - New Course, Public Safety and Ecosystems (POLS 3XXX)
  - New Course, Case Studies in Public Safety Leadership (POLS 4XXX)

Chair noted that not all the updated materials were posted online in a timely manner and asked members what action they would like to take.

Comment from a committee member that they trust the Chair and Secretary to have reviewed the documents.

MOTION to approve. Seconded. Approved by consensus.

8. Department of Forestry – discussion/action item (Céspedes)
  - Program Revision, BS Forestry, Wildland Fire
  - New Course, Wildfire Fuels and Modeling (FORS 4XXX)

B. Céspedes provided an overview of proposals.

Floor opened to discussion or questions. Request from a committee member to vote on item separately.

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

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

**9. Department of Forestry - New Course, Range Science (FORS 3XXX) – discussion item (Céspedes)**

Dr. Céspedes provided an overview of the proposed course.

Question from a committee member. What is the anticipated student makeup for this course, forestry majors or community members operating livestock? Dr. Céspedes stated that it would be great for non-majors, but for now it is for the minor in wildlife conservation and the degree in forestry

Question from a committee member. Will this change the catalog? Dr. Céspedes stated that the course would be listed. Committee member stated that the proposal needs to state how it changes the language in the catalog.

MOTION to change to an action item. Seconded. Approved by consensus.

MOTION to approve the course provided that the Chair and Secretary verify receipt of changes to catalog language. Seconded. Approved by consensus.

**10. Nursing Program – discussion item (Gardner)**

- New Program, Master of Science in Nursing (MSN) & Doctor of Nursing Practice (DNP)

MSN/FNP Courses:

- New Course, Advanced Clinical Pathophysiology (NURS 5XXX)
- New Course, Pharmacotherapeutics (NURS 5XXX)
- New Course, Advanced Health Assessment & Diagnostic Reasoning (NURS 5XXX)
- New Course, Advanced Health Assessment & Diagnostic Reasoning Lab (NURS 5XXX)
- New Course, Models & Theories to Inform Practice (NURS 5XXX)
- New Course, APRN Role Transition & Leadership (NURS 5XXX)
- New Course, Special Populations in Rural Settings (NURS 5XXX)
- New Course, Interdisciplinary Health Care Delivery and Decision Making (NURS 5XXX)
- New Course, Primary Care of Adults (NURS 5XXX)
- New Course, Primary Care of Older Adults (NURS 5XXX)
- New Course, Primary Care of Women (NURS 5XXX)
- New Course, Primary Care of Children & Adolescents (NURS 5XXX)
- New Course, Clinical Practicum I (NURS 5XXX)
- New Course, Clinical Practicum II (NURS 5XXX)

- New Course, Clinical Practicum III (NURS 5XXX)
- New Course, Skills Practicum ((NURS 5XXX)
- New Course, Clinical Practice Residency \* (NURS 5XXX)

DNP Courses:

- New Course, Evidence Based Practice (NURS 6XXX)
- New Course, Epidemiology & Population Health (NURS 6XXX)
- New Course, Health Informatics (NURS 6XXX)
- New Course, Social Determinants of Health (NURS 6XXX)
- New Course, Practice Project I (NURS 6XXX)
- New Course, Care Management & Health Policy (NURS 6XXX)
- New Course, Health Systems Leadership (NURS 6XXX)
- New Course, Research Synthesis (NURS 6XXX)
- New Course, Practice Project II (NURS 6XXX)
- New Course, Program Development and Quality Improvement (NURS 6XXX)
- New Course, Practice Project III (NURS 6XXX)
- New Course, Health Care Finance & Economics (NURS 6XXX)
- New Course, DNP Residency (NURS 6XXX)
- New Course, DNP Project IV (NURS 6XXX)

S. Gardner presented an overview of the proposals. This is a stackable credentialed program with broad support from administration and students. There is an extreme need for rural health care in northern NM and other rural areas. In designing the program, they looked at other institutions and contacted other disciplines at NMHU for help with course development. They designed curriculum and objectives to achieve the MSN-FNP with focused competencies in rural health care.

Comment from a committee member that this is a cool program, but they have some concerns. Faculty members need to be tenure track for long-term success of program. There are currently only two faculty members and only one is tenured. You have to have the faculty necessary to continuously run the program. Committee member recommends removing the 1 and 2 faculty options and asked if the University was invested in hiring the required number of faculty.

Dr. Gardener stated that the program looked into that. They have preceptors and have many applications from people working with them. They plan to start with a director and part time faculty.

Chair noted that the program does ask for a full-time hire that has a DNP.

Committee member stated that they want to make sure the program has the faculty they need. There should be more stability.

Provost Gonzales stated that as the program ramps up, they will ramp up the faculty. They are bringing in a cohort model, so there will be a limited number of students. They are also talking about sharing faculty with Eastern New Mexico University.

Question from a committee member. Do we have faculty with the DNP? Or do we need to hire someone with it?

Dr. Davis stated that she has a PhD, as there was no DNP at the time. Must have a PhD or DNP and be certified as a FNP. They will need to recruit a person with those credentials to run the project. The budget was determined to start out with the MSN and build up and add faculty as we go. One of the strategies is to get active nurse practitioners to teach the courses and to act as the clinical instructor.

Chair asked for clarification. Someone can have the MSN and still teach at the DNP level?

Dr. Davis said yes. They would also like to get faculty from other schools to teach specific classes (like health economics). They must have at least an MSN.

Dr. Gardner stated that she and J. Flood have already written a position description looking for a director.

Comment from a committee member that these are doctoral classes that require PhD to teach. The program needs three additional faculty. Chair reminded committee that Provost Gonzales stated they will bring in faculty as the program grows.

Dr. Flood stated that many of the courses can be taught by practicing professionals, such as practicing pharmacists.

Comment from a committee member that this is HU's first doctoral program. Does that change the nature of HU? Does that change how HU is classified? Should we advocate for different teaching loads?

Comment from a committee member that the university has had this discussion. HU has an MFA, which is a terminal degree. We moved forward with that and had that discussion at the time. One of the things I. Williamson and Provost Gonzales said was the state forbid us to go into the PhD area when discussing the Psychology Department. There are a variety of post-Master's programs. HU has already moved into that arena. This one is also a little different because of the need for nurses in this state. But before we offer a PhD, we need to have this discussion.

Chair outlined the following concerns and requests:

- The program should supply letters of support and draft of MOU with Eastern

- In the cognate section, the program should reach across disciplines and find out if it will be possible for their students to take classes from those disciplines.
- The program should include a recruitment plan.
- The program should discuss any accreditation fees.
- The program should explain why they are requiring annual residencies.

Dr. Davis stated that the summer residency is a time when there is a lot of cohort bonding. It is important for the students to be with the faculty. In those residencies, there is overlap with some of the summer courses, so that the faculty teaching those courses see the students. Most programs have a residency.

Chair pointed out that some programs are all online. Will the required residency hurt recruitment? Dr. Davis stated that she has not seen that it is a hardship for students, and the students look forward to it.

Question from a committee member about contingent faculty salary (page 44 of proposal). HU has a contingent faculty handbook that stipulates what contingent faculty can be paid. This is a CBA issue. The proposed salary violates HU's manual.

J. Rivas stated that the Nursing program contacted the Biology department about developing a class, and they are working on it. It has to be asynchronous.

Chair asked about the applied Biostatistics prerequisite. Is this a requirement for most nursing programs? Or will it be a barrier for entering students? Dr. Davis stated that it will depend where the student comes from through the stackable credential process. It could be a summer elective.

Chair asked why the program is creating all new courses. Why not make some current 4000 classes 4/5000? Dr. Davis stated that there are certain requirements. Students have a physical assessment as an undergraduate, but as an advance practice nurse they must put that data together with lab data, etc., and they must have a diagnostic background. The program needs an advanced assessment course. Chair requested that this information be added to the proposal.

Chair asked if the proposal was reviewed by someone from an accrediting body. Dr. Davis stated that she has been through several DNP accreditations, so she knows the literature well and is confident that this will be sufficient.

Question from a committee member concerning budget item on page 43 of proposal. The proposal states that the tuition is part of the program budget. Is \$525 a special rate? Is that because the program is online? B. Kempner stated that is the asynchronous rate for graduate classes. The money doesn't actually go into the nursing budget; it's that that tuition funds the program.



Chair asked a question concerning SLOs listed on pages 21 and 23 of the proposal. The program is planning to collect data at the end of the programs. Why not during the course of the program? Dr. Davis stated that there are formative and summative evaluations. The program is required by accreditation to submit SLOs every 2-3 years. Every course will be evaluated systematically. Chair suggested that the program consider rewriting this section to include collecting data throughout the program. Committee member respectfully disagreed, stating that they like the way the SLOs are tied to accreditation and would not want the faculty to have to do extra work. Chair withdraw the request.

Question from a committee member concerning the online fee. Is this setting a precedent for other programs looking to develop courses? Committee member stated that the School of Education has had some issues concerning fees in the alternative accreditation program. Is this going to cause a problem for other programs down the road?

Dr. Gardner pointed out that the HU program is one of the least expensive programs in NM.

Chair stated that the fee was already decided by the Board of Regents. The fee was a factor in the Criminal Justice program's decision not to go asynchronous with their MA.

Chair noted that page 30 of the proposal mentions SARA only in relation to New Mexico State University. She asked that the program please give context for SARA at Highlands. Dr. Davis stated the program will have to establish a policy at Highlands around SARA.

Chair noted that page 30 also states it is possible that additional credits may be required for the program. Why is that? Dr. Davis stated that there are times that students are not progressing in clinicals. A student would then have to repeat or take a directed study to meet standards. Chair noted that students can retake classes, so a blanket statement shouldn't be necessary.

Comment from a committee member that the School of Education has dispositions. There are different ways to assess students. There must be a quantifiable way to address that. The committee member would like to see a little more explanation, but without it being punitive. Chair noted that an NP could be harmful to a student's record.

Dr. Davis stated that what you don't see in the proposal is clinical evaluation of students which will be part of the guidelines.

Chair clarified that this provision protects the program in case the student pushes back against having to take more credits. Suggestion from a committee member that maybe variable credits could be used, based on competency.

Chair noted that the proposal states “this program will help with healthcare crisis in NM.” If we are allowing people from other states to come in and complete the degree, how does this help NM? Is NM going to be your target when recruiting? Dr. Gardner noted they tried to phrase this in a way that isn’t excluding or discriminatory. Chair suggested stating that the program’s expectation is that most students will come from NM.

Provost Gonzales stated that the program should provide context that the predominate marketing they do will be in NM. These programs are not usually very big. HU can try to recruit and do marketing as much as possible locally.

Dr. Gardner also noted that the program is a multi-state licensure affiliation. In NM, you can get multi-state licensure.

Dr. Davis noted that students who become involved in programs not in their home state may like what they’re getting here and can be recruited by NM agencies. She mentioned this was the point of the residencies. Chair suggested this point be added to the proposal.

Comment from a committee member that the syllabi are not in the right format in the proposal. They don’t match the syllabi that were submitted separately. Dr. Davis stated the program can correct that.

Comment from a committee member that the topic brought up earlier concerning PhDs at HU is important, and members should talk to their departments about this proposal and how it changes what HU is doing.

Dr. Gardner stated that we need to be moving into the direction that not every doctorate has a heavy research component. This proposal is for a practice-based, professional doctorate.

Provost Gonzales stated that letters of support from other institutions are important because the state does not want duplications. Provost Gonzales stated that she suggested that Faculty Senate start talking about terminal degrees. The rest of the state is not addressing these issues.

Dr. Williamson stated that the Psychology department did get a PhD program approved through HU. The department wanted to get that as a PsyD, but HU said it had to be a PhD. It’s critical to think about the distinction from an external view.

Dr. Flood stated that the program didn’t approach other institutions about letters of support, because they wanted to see if it would be approved by AAC first. Chair stated that the communication with other institutions doesn’t have to be formal.

**11. Nursing Program – Memo on nursing course letters – discussion item (Flood, Gardner)**

Dr. Flood provided an overview of the memo. During common course renumbering, someone made the decision to align the nursing classes with the state numbers. However, the new course numbers are specifically for the consortium, which HU is not a part of. The program just wants to switch back to the previous course lettering.

No further questions or discussion.

**12. School of Business – New Program, MBA Concentration in General Business – discussion item (Arshad)**

E. Nkwenti-Zamcho provided an overview of the proposal. The School of Business has been talking about this for some time. There is a need for the concentration, and students have been asking for it. There are no new courses involved.

Question from a committee member concerning the need for faculty Dr. Nkwenti-Zamcho stated they do not need any additional faculty. The core is the same.

Chair asked if the courses are currently full or overloaded. Dr. Nkwenti-Zamcho stated they have had some overloads, but they've lost faculty.

Comment from a committee member that the AAC has encouraged programs to include a marketing budget, but there isn't one here. Dr. Nkwenti-Zamcho stated that he believes the Dean had put some budget requests in their other program proposals. Committee member encouraged the program to put it in this proposal as well. Chair agreed. Dr. Nkwenti-Zamcho stated he would add it.

**13. Biology Department – discussion item (Rivas, Romine)**

- Course Revision, General Biology (BIOL 1110)
- Course Revision, Ecology & Evolution (BIOL 2620)
- Course Revision, Genetics (BIOL 3000)
- Course Revision, Plant Structure & Function (BIOL 3030)
- Course Revision, Human Anatomy & Physiology I (BIOL 3310)
- Course Revision, Human Anatomy & Physiology II (BIOL 3320)

Dr. Rivas provided an overview of the proposals. The department examined the catalog and found that some of the course descriptions were insufficient. The department believes that a good recruitment tool is good descriptions. The department completely overhauled the catalog descriptions, and these revisions represent about half of them. Some revisions are removing requirements, some are completely different descriptions.

Question from a committee member. Do you believe the new course descriptions better describe the courses? Dr. Rivas said yes.

**14. Exercise & Sports Sciences Department – Program revision, BA in Health (Vickers/Bogda)**

B. Vickers provided an overview of the proposal. Currently, the undergraduate major in health has 3 concentrations: Pre-Professional Allied Health, Health Education, Health Promotion and Wellness. The department proposes to combine the last two. They are keeping all the offered courses. The department hopes to get more traffic on some of the health education courses.

Chair asked if this is basically just a reorganization. Dr. Vickers stated it is. The department will be offering some courses as electives.

K. Jenkins stated that the department talked to the Education programs, because they know those students take their classes. This is a housekeeping measure.

**15. School of Education – Program revision, MA in Curriculum & Instruction, Alternative Teaching Certificate Program (Olufemi, Park)**

S. Park provided an overview of the proposal. The program requires 36 credit hours, 18 core, 12 emphasis area, 6 electives. ATCP [Alternative Teacher Certificate Program] requires 18-21 core hours. This is a state requirement, so it is inflexible. The program is proposing to allow students to use 6 credits from the emphasis area for the comprehensive exam option.

Chair asked for a side-by-side comparison. Dr. Park stated that there is nothing to compare, as this is a new emphasis area.

**16. Chemistry Department – discussion item (Krivoshein)**

- Course revision, Adv Synthesis and Instrumental Analysis (CHEM 4190/5190)
- Course revision, Advanced Analytical Chemistry (CHEM 6210)

A. Krivoshein provided an overview of the proposals. These are courses that have been offered for a long time, that are taken primarily by graduate students, but also some undergraduates. The department is proposing new course descriptions that better reflect the course content.

Question from a committee member. Do these descriptions better reflect what the department is already doing? Dr. Krivoshein stated they do.

Question from a committee member. Since you're adding a prerequisite, is the department examining timing of the courses? Dr. Krivoshein stated that the pre-

requisite doesn't have to be a specific course. This is how it currently works in practice, but the department would like to close the loophole.

**17. History Department – New course, The Crusades (HIST 4/5000) – discussion item (Williams, Ritter)**

S. Williams stated he was open to answer any questions about the proposal.

Comment from a committee member that the lecture hours on the form need to state a specific number (3) rather than an "x." Chair stated she will change that on the form.

**18. Department of Languages and Culture – Proposal to add NAHS 1110 (Introduction to Native American/Hispano Cultural Studies) to NMHU Core – discussion item (E. Romero)**

E. Romero provided an overview of the proposal. NAHS has been part of HU for 15 years. The program is proposing that the intro course (which is interdisciplinary) be recognized as part of the core course curriculum in the humanities.

Chair asked who teaches this course. Dr. Romero stated that he does.

Question from a committee member. There is usually one section offered in the fall. Would the program be planning to offer more sections? Or maintain the current level? Dr. Romero stated that they want to offer more opportunities. Many students who take the course continue with the minor.

Chair stated that over the last couple of years, HED has stated a preference for transferrable courses. Do other institutions offer this course? Dr. Romero stated that yes; there are several he has identified state-wide.

MOTION to table the remainder of the agenda. Seconded. Approved by consensus.

**19. Communication from the Registrar (Crespin)**

See attached report submitted via email.

**20. Communication from the Faculty Senate (Kent)**

See attached report submitted via email.

**21. Communication from the Graduate Council (Gadsden) – Tabled.**

**22. Communication from the Administration (Gonzales) – Tabled.**

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

24. Next meeting – April 21, 2021

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

25. Adjournment

Meeting adjourned at 5:10 p.m.

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**Registrar Report  
Academic Affairs  
April 7, 2021**

- Enrollment report from Institutional Research on 4/5/21:
  - For summer as of Monday, April 5th, 2021 compared to summer 2020 as of Monday, April 6th, 2020. Overall enrollment is up 20%; undergraduate enrollment is up 9% while graduate enrollment is up 28%.
  - For fall as of Monday, April 5th, 2021 compared to fall 2019 as of Monday, April 8th, 2019. Overall enrollment is down 58%; undergraduate enrollment is down 65% while graduate enrollment is down 53%.
- Registrar has sent out catalog edits they are due from programs on **April 16, 2021**
- Early registration for Fall 2021 began on April 5, 2021 at 6am
- Commencement update
  - Faculty portal is out and needs to be completed by **April 16, 2021**
  - Student portal is out and needs to be completed by **April 30, 2021**

Final Grades are due from Faculty for Spring 2021 on **May 18, 2021**

**March 24, 2021 meeting of the FS**

- 1. Communication from the President (S. Minner).**
  - a. COVID-19: Vaccination eligibility is expanding.
  - b. Legislation: The legislative session is over with a special session for recreational cannabis. Funding for scholarships looks good at this time. Carlsbad Community College has broken with NMSU.
  - c. Compensation: Goal is to move to minimum pay of \$15 dollars an hour. Compression will be a concern after this goal is met.
  - d. Board of Regents: New regent, Dr. Frank Sanchez, has joined the board.
  - e. Green Campus: Dr. Linda LaGrange facilitated a successful kickoff meeting for campus sustainability.
- 2. Communication from the Administration (R. Gonzales).**
  - a. New programs are moving through the approval processes.
  - b. CTE position interviews will begin soon.
  - c. Several faculty searches are ongoing.
  - d. Question and discussion about how to promote classes for those who need continuing education credit. Dr. Gonzales said that the university does not currently have the personnel or structure to pursue this systematically and are relying on existing connections that programs have with agencies. Dr. Gonzales noted that outreach is part of the center managers' job descriptions.
- 3. Communication from the Chair (O. Tamir).**
  - a. Dr. Tamir will attend a meeting with Dr. Denise Montoya on March 29 about bookstore concerns.
  - b. Dr. Tamir will be attending the HLC Annual Conference in April.
- 4. Communication from the Undergraduate Student Senate (C. Ulibarri).**
  - a. No report
- 5. Communication from the Staff Senate.**
  - a. The results of the workplace quality survey are being analyzed.
  - b. An employee recognition event is being planned for April 29 from 9-11 am.
- 6. New Business.**
  - a. Faculty Senate Officer Elections.**
    - i. Beth Massaro elected chair.
    - ii. Daniel Chadborn elected vice chair.
    - iii. Jennifer Lindline elected secretary.
    - iv. Bill Hayward and Justine Garcia elected at large members.
  - b. Posthumous Degree Policy**
    - i. Motion passed to approve this policy.
  - c. Bachelor of Applied Science – General Business Proposal**
    - i. Dr. Ali Arshad, Dr. Rod Sanchez, and Dr. Veena Parboteeah reviewed key points about this program. Questions and discussion

included applied degrees, target audience for program, purse of the degree, staffing of classes, the role of general education and the core, the role of higher education, and technical degrees.

- ii. Motion passed to go back to departments to gather more feedback about this program.

**d. Quality Matters Administration Proposal.**

- i. Motioned passed to recommend, but not require Quality Matters standards for online course.

**e. Student Feedback Process. – tabled.**

**March 10, 2021 meeting of the FS**

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

- a. Dr. Minner gave updates on the legislative session, COVID-19, Campus Life plans for fall 2021, the OIER director search, the compensation study, a change in the campus's legal representation, and campus sustainability.
- b. Dr. Minner answered questions about the university's webpage.

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

- a. Dr. Gonzales gave updates on faculty searches, the status of new programs, catalog software, the CAEL 360 committee, strategic planning, and tuition. The proposal about marketing programs has been sent to the Executive Management Team for review.
- b. Dr. Gonzales answered questions about the webpage and about catalog software.

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

- a. Two vaccines on the Faculty Affairs committee have been filled.

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

- a. No report

**5. Communication from the Staff Senate.**

- a. No report. Next meeting is March 11.

**6. New Business.**

**a. Change in Explanation of Language Proficiency (N. Valenzuela)**

- i. Dr. Valenzuela reviewed the changes.
- ii. Motion to approve the policy passed.
- iii. Comments and discussion about offering more languages at the university.

**b. Tuition and Fees (M. Baca)**

- i. Mr. Max Baca gave an abbreviated review of the tuition and fees presentation given at the last Board of Regents meeting.
- ii. The Opportunity Scholarship, changes to the lottery scholarship, and state appropriations are unknowns that will affect the budget and tuition.
- iii. Questions and discussion of how we compare to other institutions. Specifically, the different tuition for online asynchronous programs. Right now, this only applies to the nursing program.

**c. University Homepage.**



- i. Motion about the website. Motion reads: The Faculty Senate finds the university homepage and its associated website to be in need of updates and revisions. Given the ever-evolving nature of websites and the multifaceted needs that they must address, the Faculty Senate requests that the website be updated to reflect current trends and that “Academics” and “Libraries” be given a prominent place at the top of the homepage, as other institutions do. The websites of UCLA (ucla.edu) and Colby College (colby.edu) are two examples that demonstrate the basic style we recommend be used as a template. It is further requested that proposed changes be shared with the Faculty Senate for feedback before implementation.
- ii. Discussion of the website will continue at future meetings as needed.