

1. Roll Call

Present: Ben Bencomo (Social Work), Kevin Ensor (Counseling), Gloria Gadsden (Sociology, Anthropology, & Criminal Justice), Gil Gallegos (Computer & Mathematical Sciences), Sandra Gardner (Nursing), Katie Gray (Library), Edward Harrington (proxy for Visual & Performing Arts), Mariah F. Hausman (Media Arts & Technology), Kathy Jenkins (Exercise & Sport Sciences), Jennifer Klutsch (Forestry), Arcadius Krivoshein (Chemistry), Sara Olivares (English), Daniel Olufemi (Curriculum & Instruction), David Pan (Psychology), Luke Ritter (History & Political Science), Maureen Romine (Biology), Rodney Sanchez (Business Administration), Elisabeth Valenzuela (Teacher Education)

Absent: André García-Nuthmann (Visual & Performing Arts), Sheree Jederberg (Educational Leadership), Eric Romero (Languages & Culture), Mariana Ulibarri-Horan (Special 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, Education), April Kent (Library, Faculty Senate Representative), Peter Linder (on behalf of Brandon Kempner, CAS), Veena Parboteeah (Dean, Business & Media Arts), Ian Williamson (AVPAA), Patrick Wilson (Director, Online & Extended Learning)

2. Approval of the Agenda

MOTION to approve agenda. Seconded. Approved by consensus.

3. Approval of Minutes – September 1, 2021

The Secretary mentioned a minor correction to the Registrar's report.

MOTION to approve minutes with correction. Seconded. Approved by consensus.

4. Subcommittee Reports (see attached subcommittee list)

a. Undergraduate Appeals (Gardner)

Nothing to report.

b. Graduate Appeals (Jenkins)

Nothing to report

c. Ballen (Hausman)

Subcommittee Chair stated that the program currently has \$32,000 available in funding.

AAC Chair noted that the Media Arts department had dropped their previous proposal, but that the Forestry proposal is still pending.

Ballen committee chair agreed to arrange a meeting.

d. Policy Subcommittee (Gadsden)

New form was not distributed.

Chair stated that members made it clear in the subcommittee meeting that the changes to the form represent a return to the original policy, therefore this does not constitute a policy change.

MOTION to table item. Seconded. Approved by consensus.

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

a. Southwest Studies (Gallegos)

Final program review report. Subcommittee Chair reported findings of the subcommittee (see attached).

AAC Chair asked about the absence of Anthropology from the program review. G. Gallegos stated that he was informed by O. Tamir that they were separate. AAC Chair stated that Anthropology is not captured in this program review and asked Secretary to add the Anthropology Southwest Studies program review to the agenda for Spring 2022.

Dr. Gallegos stated that overall the review was well written and needed only minor changes.

AAC Chair asked why the program review included "Public Affairs."

Member of the committee stated that the suggested changes were supposed to be reported to the program and asked if the items flagged for change had been fixed.

P. Linder stated that his last recollection of the review is from 2-3 years ago. This may have been an earlier review for one of the programs. AAC Chair stated this is a continuation from 2 years ago. Chair stated that this program review should be left open for now. Relevant parties will follow up.

b. Native American Hispano Cultural Studies (Jenkins)

E. Romero contacted the subcommittee concerning another meeting.

c. Health (Gray)

The subcommittee's input had been submitted to the program.

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

The subcommittee is waiting for revised report from the program.

e. Human Performance and Sport, MA (Gadsden)

The subcommittee submitted their recommendations to the program. Waiting to hear from program.

f. Education – Special Education (Gray)

The program is working on revisions.

g. Social Work, BSW, MSW (CSWE Accredited) (Jederberg)

Subcommittee Chair absent. No report.

h. Media Arts, MA, MS, BA, BFA, Minor, Certificate (Pan)

Subcommittee Chair received the materials and distributed them to subcommittee members.

i. Curriculum & Instruction (Ritter)

Subcommittee Chair is preparing comments and will be sending them to the program next week.

j. Teacher Education (Jenkins)

Subcommittee Chair received an email from the department stating they will be finished by October 8.

k. Mathematics (Romine)

The head of the program is asking for an extension. Dr. Gallegos stated that he is unable to write the program review.

AAC Chair had not yet received request for an extension. Program review subcommittee chair said she would remind program.

6. Communication from the Chair (Gadsden)

Nothing to report.

7. Communication from the Registrar (Romero)

The Registrar reported that OIER is still working on the final census numbers. Enrollment is currently down 4% overall. Undergraduate enrollment is down 9%, and Graduate enrollment is up 4%.

Call for 2nd 8-week and intersession courses has gone out. Please have them turned in by 10/4.

Call for Spring 2022 courses went out today

Early registration for Spring 2022 begins 11/1.

Deadline for application to graduate for Fall 2021 is 11/5.

The Registrar reported on Spring 2022 intersession. The timeline at the end of spring is short for filing to HED. OIER needs time to work with the data for the end of term. Everything has to be done and in the books for their reporting by 5/26. Due to this deadline, the window for intersession is 5/9-5/20, however the week of 5/9 is spring finals week.

AAC Chair asked if this deadline was imposed by OIER. The Registrar clarified that the OIER needs a couple of weeks to work on the data before the submission deadline. Chair reiterated that the options are a 2-week intersession that overlaps Spring finals or a 1-week intersession.

Provost Gonzales stated that this is a challenge. Spring intersession is critical for students who need another course to graduate and affects funding.

Comment from a committee member that faculty still have not heard anything about early alert. If we had a strong system, it would help. Committee member

suggested pushing 2nd 8-week courses in the Spring. Chair stated that would probably be our best bet, and we should offer as many courses as we can.

The Registrar agreed that a 1-week intersession would not be good. At the end of the day, a lot comes down to the need of our athletes, and they have someone solely dedicated to their success.

Comment from a committee member that we have an early alert system that functions well but has not been employed lately. Chair commented that some faculty did receive an Early Alert email. Committee member stated that they know some faculty did not receive the email, which is a problem, as Early Alert is a major part of our retention efforts.

Chair asked the Registrar to draft a memorandum soliciting the AAC's input regarding intersession.

8. Communication from the Faculty Senate (Kent)

See attached.

9. Communication from the Graduate Council (Gadsden)

Council has not met since last AAC meeting, but will be meeting this Friday.

10. Communication from the Administration (Gonzales)

Provost Gonzales reported that the position for the Assistant Director for the Grants office has not been posted yet but that faculty should keep an eye out, as it will be listed internally first.

Outcomes assessment and unit plans are due 9/17. The budget template has not been submitted by M. Baca yet.

Provost Gonzales visited the Cervantes Institute on Monday, which teaches Spanish at various levels in non-credit courses. There was discussion about partnering with them for cultural events, such as a Spanish speaking film festival.

On Tuesday, 9/21, Provost Gonzales will be speaking with Edward Martinez [from Luna Community College] and representatives of San Juan Community College and NMSU. They have been asked to address the LOC subcommittee on faculty hiring, salary, retention, etc. including why there are challenges at the different types of institutions and salary compensation. This will be available on the NM Legislature webcast.

Comment from a committee member wishing to bring the Provost's attention to a recent problem. Faculty in their department have had numerous emails from

student athletes claiming that they are in quarantine and don't have access to computers. The students claim that their coaches told them they're not allowed to come to class, but the courses are online. There will be a lot of students failing due to absences, and students need to be academically prepared. The department has contacted the Faculty Senate.

Provost Gonzales stated that she will have another conversation with the athletic directors. AAC Chair stated that, per K. Gray, there are computers available from the library. Provost Gonzales stated that there are loaner computers that students can use. Chair stated that the situation is frustrating, because students are angry at the professors. A. Kent reiterated that the library has some laptops and tablets available, and there are procedures for students in quarantine. The Executive Committee of Faculty Senate is addressing the issue. Chair stated that the emails seem to be orchestrated.

Question from a committee member about whether HU is requiring doctor's notes. Comment from a committee member instructors have academic freedom about that. Some require a doctor's note and some require a letter from the Dean, but it does require some form of communication. Ms. Kent stated that the EOC does have a procedure for that.

- 11. Chemistry Department - New course, Drug Discovery and Design (CHEM 6XXX) - discussion/action item (Krivoshein)**

Chair opened the floor for questions or discussion.

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

- 12. Department of Sociology, Anthropology, and Criminal Justice - New course, Sociology of Murder (SOCI/CJUS 4XXX/5XXX); New course, Advanced Criminology (SOCI/CJUS 6XXX); New course, Gender and Crime (SOCI/CJUS 6XXX); New course, Professional Paper (SOCI 6940); Course revision, Classical Social Theory (SOCI/ANTH 3000) - discussion/action item (Gadsden)**

Chair ceded control of the meeting to the Secretary. Secretary opened the floor for questions or discussions.

MOTION to approve new courses and course revision. Seconded. Approved by consensus.

- 13. Department of Sociology, Anthropology, and Criminal Justice - New course, Climbing the Social Ladder: Social Mobility in the U.S. (SOCI 3XXX); Course revision, Women and Globalization (SOCI/ANTH 4/5540); Course revision, Race and Ethnic Relations (SOCI/ANTH 4/5390); New course, Social and Transformative Justice (SOCI/GNDR/CJUS/ANTH 4/5XXX) - discussion item (Álvarez/Gadsden)**

Dr. Gadsden stated that the program is going through the catalog and updating courses. They are also creating new courses that the program is lacking. The Criminal Justice program has been stagnant for some time. They are creating a batch of electives.

- Social Mobility: This course doesn't currently exist at HU. The proposed course is a staple in the field, and HU doesn't offer it.
- Women and Globalization: This course will be cross-listed with the School of Business. Minor changes were made to the course description.
- Race and Ethnic Relations: The course description is horribly outdated. With the revision, it now reflects what's actually done in class.
- Social and Transformative Justice: This course will be offered at undergraduate and graduate level. This topic is a thread throughout the whole program and is a critical part of its identity.

V. Parboteeah stated that the School of Business understood from conversations that the cross-listing with Women and Globalization would be for a single semester as a special topic, but that there hasn't been any discussion since. Dr. Gadsden stated that she believed that the program had followed through with the School of Business but that she would check with the faculty. Comment from a committee member that a letter of agreement should be included.

Secretary ceded control of meeting back to Chair.

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

15. Next meeting – October 6, 2021

No meeting on September 29, 2021.

16. Adjournment

AAC/FS Liaison Report to FS on September 15, 2021

September 8, 2021, meeting of the FS

- 1) Communication from the President (S. Minner).
 - a. COVID: 1 case today; no cases over the weekend. Taking additional precautions: no spectators for planned volleyball games. Ramping up compliance. Shared report on vaccine mandate. Contacting individuals have not submitted vaccine system response. Using ladder response for those who haven't complied. Cancelling the homecoming parade out of caution. Canceling indoor dance. Testing on campus Tuesdays, Thursdays, and Saturdays, also open on community.
 - b. Charged Terri Law to hold a forum on boosting undergraduate enrollment at the main campus. Challenge of declining population trends in our catchment regions.
 - c. Hope to have construction on Sininger start in the spring 2022.
 - d. The cultural park project is almost complete.
 - e. Preparing for this legislative session. Priority is to increase compensation and more funds coming to higher education. Working on joint institution enrollment project. Working on closing/matching funds for grants.
 - f. Forestry reseeding project looks likely to be funded.
 - g. Looking at other programs with partners around the state.
 - h. Past weekend played last football game that counted since closure.
 - i. Question about vaccination numbers.
- 2) Communication from the Administration (R. Gonzales).
 - a. Unit strategic plans are due September 17, 2021.
 - b. Outcomes assessment is a priority as well.
 - c. Talked to Higher Education official about faculty compensation challenges in New Mexico including with special concern for our regents. Please share your concerns about failed searches and resignations that have been due to compensations. Dr. Gonzales will be presenting along with the other administrators. Needs data and stories.
 - d. Spending weekend review HLC assurance argument to see how it stands right now.
 - e. Reminder about seats an online conference. Be sure to share with per course faculty.
- 3) Communication from the Chair (B. Massaro).
 - a. SUB Ballroom is reserved for meeting, but we have reverted to Zoom for the time being.
 - b. Thank you for submissions about committee memberships. Hope to present to Faculty Senate at the next meeting.
 - c. Working with parliamentarian on meeting procedure and Roberts Rules of Order.
 - d. Will not be opening chat as this is an official meeting and everything needs to be record.
- 4) Communication from the Undergraduate Student Senate (C. Ulibarri). – no report.

5) Communication from the Staff Senate. – no report.

6) Old Business.

a. New Faculty Classification

- i. Suggestion to have this issue brought to executive session as it could be a sensitive topic.
- ii. Request to bring to a general faculty meeting for more transparency.
- iii. Move discussion of issue at hand to executive session later in the meeting.

a) New Business.

a. Commencement Speaker

- i. President Minner has requested input from faculty.
- ii. Motion to bring this matter back to departments for suggestions for a commencement speaker and to send recommendations to the executives committee. Motion passed.

b. Sharing Senate documents on One Drive

- i. Request to share documents on a shared drive in the interest of transparency.
- ii. Motion to endorse this plan passed.

c. HU Cares – Title IX statement for syllabus

- i. Motion to approve the statement. Passed.
- ii. Discussion about timeline. Faculty are requested to amend their syllabi as soon as possible if possible, with this updated statement.

d. Last 15 credit request

- i. Request to no longer require that student's last 15 credits to be taken at NMHU.
- ii. Dr. Gonzales explained that the current requirement for the last 15 credits is a problem for transfer students who sometimes take a last gen ed course at another institution which means they don't take all the last 15 credits at NMHU.
- iii. Revision request is for 30 credits to be taken at NMHU, but not to require the last 15 to be taken here. The current requirement has made many students apply for a waiver.
- iv. Motion to send to Academic Affairs Committee to review and send feedback to Faculty Senate. Motion passed.

e. Request from AAC about post-Highlands's approval of program

- i. Request from Academic Affairs Committee for this issue.
- ii. Dr. Gloria Gadsden presented what happened with the MA in Criminology and recommendations from the statewide dean's council who made recommendations about reordering courses after it had been approved by NMHU faculty committees and the Board of Regents. This particular example has relatively minor changes, but there is concern about what the process should be when this happens. After changes are made should it come back through the internal processes.

- iii. There is not a clear process in handbook. Discussion of when changes have to be put through the approval process again. Should significance of change be a decided factor.
 - iv. Motion made to send this matter back to the AAC including the registrar to develop language on this matter. Motion passed.
- b) New Faculty Classification
 - a. Motion to form an ad hoc committee to review this matter was approved.