



Academic Affairs Committee  
Minutes

Location: Zoom

Date: November 16, 2022

Zoom: <https://nmhu.zoom.us/j/93321194791>

1. Roll Call

Art & Music: André García-Nuthmann  
Biology: Maureen Romine  
Business Administration: Rodney Sanchez  
Chemistry: OPEN  
Computer and Mathematical Sciences: John Jeffries  
Counseling: Geri Glover  
Curriculum and Instruction: Daniel Olufemi  
Educational Leadership: Sheree Jederberg  
English and Philosophy: Ben Villarreal  
Exercise and Sport Science: Katherine Jenkins  
Forestry: Blanca Cespedes  
History and Political Science: Luke Ritter (AAC Secretary)  
Languages and Culture: OPEN  
Library: Kevin Corcoran  
Media Arts and Technology: Miriam Langer  
Natural Resources Management: Mike Petronis  
Nursing: Kristen Munyan  
Psychology: David Pan  
Social Work: Benjamin Bencomo  
Sociology, Anthropology, and Criminal Justice: Gloria Gadsden (AAC Chair)  
Special Education: Mariana Ulibarri-Horan  
Teacher Education: Elisabeth Valenzuela

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

**Additional attending:** Patrick Wilson; Aalap Dixit; D. Veena Parboteeah; Steve Williams; Jess Goldberg; Judy Barnstone; Jonathan Lee

2. Approval of the Agenda

Motion to approve on the condition that item 7 be changed from discussion/action to discussion item. Seconded. Approved by consensus.

3. Approval of Minutes – November 2, 2022

Motion to approve. Seconded. Approved by consensus.

4. Subcommittee Reports (see attached subcommittee list)  
a. Ballen Committee (Subcommittee chair: Gloria Gadsden)

Exciting proposal is currently being reviewed by the committee.

- b. Undergraduate Appeals (Subcommittee chair: David Pan)

Nothing to report.

- c. Graduate Appeals (Subcommittee chair: Katherine Jenkins)

Nothing to report.

- d. Policy Subcommittee (Subcommittee chair: Gloria Gadsden)  
\*Senate Charge: Inclement Weather Policy

Motion to approve the inclement weather policy draft. Seconded. Approved by consensus.

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

- a. Program Review Postponement Requests

Memo was sent to Provost Gonzales. Motion to discuss program review delays and the memo at the next AAC meeting. Seconded. Approved by consensus.

- b. Native American Hispano Cultural Studies (Subcommittee chair: Katherine Jenkins)

The subcommittee received a draft report, which is now being reviewed by the subcommittee.

- c. Chemistry (Subcommittee chair: Miriam Langer)

David Sammeth requested to postpone program review until spring 2023. A motion was made to postpone. Seconded. Approved by consensus.

A committee member requested that the chair send an email reminder to the relevant programs that program reviews for the spring 2023 are due at the beginning of the spring.

- d. Music (Subcommittee chair: Ben Bencomo)

The final report has been forwarded to Provost Roxanne Gonzales.

- e. Psychology (Subcommittee chair: Sheree Jederberg)

In the process of scheduling a meeting with the dean to discuss the program report.

- f. Biology (Subcommittee chair: Gloria Gadsden)

The final review of the report within the department is underway.

- g. Physics (Subcommittee chair: Gloria Gadsden)

Waiting for a report to arrive after Fall Break.

**6. History Comprehensive Exam (Williams; discussion/action item)**

Steve Williams presented the comprehensive exam changes and recent revisions to the proposal based on comments from the AAC.

Motion to approve the changes. Seconded. Approved by consensus.

**7. SACJ 6 Cross-listings (Gadsden; discussion item)**

AAC Chair ceded meeting to the AAC Secretary.

Gloria Gadsden presented the six cross-listings.

A committee member pointed out an inconsistency with the way the NMHU traits are listed on each syllabus.

A committee member noted that although this item was changed to a discussion item, the AAC did discuss the matter previously. Therefore, the committee member made a motion to approve the proposed cross-listings. Seconded. Approved by consensus.

**8. Counseling New Course Proposal (Glover; discussion item)**

Geri Glover presented the new course proposal.

**9. English Course Revisions (discussion item)**

Jess Goldberg presented the English course revisions.

One committee member asked whether the “indigenous literature” course will still count as credit towards the Gender and Women’s Studies minor. Dr. Goldberg answered “yes.”

Another committee member requested that the NMHU traits on the syllabi be integrated with the course objectives.

**10. SSD Program Revisions (discussion item)**

Jonathan Lee presented the SSD program revisions and promised to correctly link NMHU traits.

The Registrar reviewed several of the course numbers, offering numerous suggestions.

Several changes were recommended.

**11. M.F. Degree Proposal (Cespedes; discussion item)**

Aalap Dixit re-presented the M.F. Degree Proposal.

The chair of the AAC asked why an administrator is still listed as a faculty member on the proposal. Blanca Cespedes responded that the mentioned administrator will teach maybe one course but will have no full-time faculty role.

Another committee member seconded the recommendation that an administrator should not be listed under “faculty.”

They also asked for clarification on the details of the “capstone experience.”

The Registrar requested a program of study.

The Registrar also requested clarification on the “exit option” of the capstone course.

Another committee member asked whether the new M.F. program will have any impact on the existing, shared M.S. program.

Dr. Dixit explained that each program serves different groups of students – one professional; one academic. He does not believe it will have a negative impact on the existing program.

A committee member called for a discussion between the relevant disciplines – Forestry, Biology, Geology...

Another committee member likewise called for a more in-depth discussion between the various related disciplines and echoed previously stated concerns about administrators being listed as an intricate part of the proposed curriculum. They also expressed concerns about extensive delays in the Forestry Department in relation to admitting incoming graduate students – a concern which has been forwarded to Provost Roxanne Gonzales. Question: If Forestry is already taxed, should they be proposing an entirely new graduate program at this time?

Dr. Cespedes responded that the delay of graduate applications aforementioned is a problem with the graduate office.

A committee member called for a greater degree of transparency and cooperation between the various related departments.

## 12. Communication from the Chair (Gadsden)

Nothing to report.

## 13. Communication from the Registrar (Romero)

- Enrollment report for **Spring 2023**
  - Total Undergraduate – 652
  - Total Graduate – 559
  - Total overall headcount – 1211

- overall 15% increase from early registration period last year

Chair Gloria Gadsden called for a future discussion on the timeliness of Retroactive Add petitions.

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

\*See below

**15. Communication from the Graduate Council (Gadsden)**

Nothing to report. Next meeting on Friday.

**16. Communication from the Administration (Gonzales)**

Provost Gonzales had to leave early due to a personal emergency. She did not leave her representative, Patrick Wilson, anything to report.

**17. Next meeting – December 7, 2022**

**18. Adjournment**

Submission Reminders

- To be added to the Wednesday meeting agenda, materials must be submitted by 5pm MST on the preceding Thursday.
- Please submit materials to the AAC Chair and Secretary. Correct forms required.
- Any proposals requiring a catalog change must be submitted to the AAC no later than Thursday February 23, 2023 by 5pm.
- Final day to submit materials to AAC during Spring 2023 - Thursday March 30, 2023 by 5pm.



**Academic Affairs Committee  
SUBCOMMITTEE MEMBERSHIP  
Fall 2022**

Member	Department	Program Review Subcommittee Membership	Appeals Subcommittee Membership	Other Subcommittee Membership
1. André García-Nuthmann	Art & Music	♦Environmental Geology ♦Conservation Management	Undergraduate	
2. Maureen Romine	Biology	♦Native American Hispano Cultural Studies ♦Mathematics (Chair)	Graduate	
3. Rodney Sanchez	Business Administration	♦Environmental Geology	Undergraduate	
OPEN	Chemistry			
4. John Jeffries	Computer & Mathematical Sciences		Graduate	
5. Geri Glover	Counseling	♦Environmental Geology	Graduate	Policy
6. Daniel Olufemi	Curriculum and Instruction		Graduate	Ballen
7. Sheree Jederberg	Educational Leadership	♦Psychology (Chair) ♦Southwest Studies – Anthropology ♦Physics	Graduate	Policy Ballen
8. Ben Villarreal	English & Philosophy		Graduate	Ballen
9. Katherine Jenkins	Exercise and Sport Sciences	♦Native American Hispano Cultural Studies (Chair) ♦Mathematics ♦Southwest Studies – Anthropology	Graduate	Policy
10. Blanca Cespedes	Forestry	♦Chemistry ♦Biology	Undergraduate	
11. Luke Ritter [Secretary]	History and Political Science	♦Mathematics ♦Chemistry	Undergraduate	Ballen
OPEN	Languages and Culture			

12. Kevin Corcoran	Library	♦Physics	Undergraduate	
13. Miriam Langer	Media Arts and Technology	♦Environmental Geology (Chair) ♦Chemistry (Chair) ♦Native American Hispano Cultural Studies	Graduate	
14. Mike Petronis	Natural Resources Management	♦Physics	Undergraduate	
15. Kristen Munyan	Nursing	♦Chemistry ♦Native American Hispano Cultural Studies		Ballen
16. David Pan	Psychology	♦Conservation Management (Chair)	Undergraduate (Chair)	Ballen
17. Ben Bencomo	School of Social Work	♦Music (Chair) ♦Psychology ♦Conservation Management	Graduate	Policy
18. Gloria Gadsden [Chair]	Sociology, Anthropology, and Criminal Justice	♦Biology (Chair) ♦Physics (Chair)		Policy Ballen (Chair)
19. Mariana Ulibarri-Horan	Special Education	♦Music	Undergraduate	
20. Elisabeth Valenzuela	Teacher Education	♦Biology ♦Environmental Geology ♦Southwest Studies – Anthropology (Chair)	Undergraduate	Policy

AAC/FS Liaison Report to AAC on November 16, 2022

### November 9, 2022 meeting of the FS

1. Communication from the Administration
  - a. Dr. Roxanne Gonzales reported that the formal search for VPFA has begun with Dr. Ian Williamson as chair.

- b. ELT approved publication software. RFP is the next step.
  - c. ELT approved student feedback software. RFP is the next step.
  - d. Moving forward on the electronic dossier project. Would be a broader portfolio software. Meeting with vendors.
  - e. Search firm will be used for Dean of Social Work search.
  - f. Policy changes from the registrar's office will be coming to the senate.
  - g. Strategic plan process changes will be coming to the senate.
2. Communication from the Chair
- a. Dr. Daniel Chadborn reported that an administrative assistant has been hired for the senate.
  - b. Dr. Chadborn met with Mr. David Lepre to discuss marketing. He will be attending a future Faculty Senate meeting.
  - c. Dr. Chadborn is serving on the VPFA search.
  - d. Presidential search will be on the next Faculty Senate agenda so the faculty is prepared to share suggestions with the Board of Regents as they work on the job description.
3. Communication for the Student Senate
- a. Mr. Samuel People reported fall funding requests are closed out. Will start again in the spring.
  - b. Business office has made changes to how funds are moved to student clubs due to auditing concerns. Dr. Kim Blea and VP Max Baca are working on solutions. Temporary solutions are in use.
4. Communication from the Staff Senate
- a. Mr. Robert Anaya is the new staff senate chair.
5. Old Business
- a. Senate Chair for Spring 2023: Dr. Rodney Rock was nominated.
  - b. Faculty Fall Get Together: Ideas discussed.
6. New Business
- a. Registrar Proposal
    - i. Dr. Henrietta Romero presented language changes to add clarity to current practices of the office. The two undergraduate changes were approved. The graduate changes are being reviewed by the graduate council.
  - b. Charges for Faculty Senate Subcommittees
    - i. The executive committee is looking for any recommendations for charges to subcommittees.
    - ii. The handbook responsibilities should be reviewed.
    - iii. Motion to charge the International Education to research admission delays with international graduate students. Motion passed.
  - c. Faculty Lounge
    - i. Hope to have spring opening. Work on the project continues.
  - d. COACHE Presentation - tabled
  - e. Responding to the Pandemic Generation – tabled.

Note: 1 hours Faculty Senate meeting followed by General Faculty meeting.