



MINUTES

Location: Zoom

Date: October 18, 2023

Zoom Link: <https://nmhu.zoom.us/j/95822226439>

1. Roll Call

Art & Music: Todd Christensen
Biology: Maureen Romine
Business Administration: Rodney Sanchez
Chemistry: Nabanita Saikia
Computer and Mathematical Sciences: John Jeffries
Counseling: Geri Glover
Curriculum and Instruction: Daniel Olufemi
Educational Leadership: Sheree Jederberg
English and Philosophy: Juan Gallegos
Exercise and Sport Science: Youngseek Kim
Forestry: Tomek Falkowski
History and Political Science: Luke Ritter (AAC Secretary)
Languages and Culture: Andrés Sabogal
Library: Kevin Corcoran
Media Arts and Technology: Mariah Hausman
Natural Resources Management: Mike Petronis
Nursing: Kristen Munyan
Psychology: Daniel Chadborn
Social Work: Benjamin Bencomo
Sociology, Anthropology, and Criminal Justice: Gloria Gadsden (AAC Chair)
Special Education: P.J. Sedillo
Teacher Education: Jonathan McCausland

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

Also attending: Peter Linder

Absent: Roxanne Gonzales

2. Approval of the Agenda

Motion to approve with a few minor revisions to item 8 (Hausman is the Senate Liaison now) and items 11-13 (changing from “course” to “program” revision). Seconded. Approved by consensus.

3. Approval of Minutes – October 4, 2023

Motion to approve. Seconded. Approved by consensus.

4. Subcommittee Reports (see attached subcommittee list)
 - a. Ballen Committee (Subcommittee chair: Sheree Jederberg)

A subcommittee meeting will take place on Thursday, October 19 @ 2:30 p.m.

- b. Undergraduate Appeals (Subcommittee chair: Mike Petronis)

Nothing to report.

- c. Graduate Appeals (Subcommittee chair: Geri Glover)

Nothing to report

- d. Policy Subcommittee (Subcommittee chair: Gloria Gadsden)

The subcommittee reviewed the dual credit handbook. The recommendation is to return feedback and comments to the Senate with a suggestion that the institution establish the program before writing a handbook.

The chair also noted that a dual credit coordinator has not yet been hired.

5. Program Review Subcommittee Reports (see attached subcommittee list)
 - a. Native American Hispano Cultural Studies (Subcommittee chair: Geri Glover)

The chair received materials from the former chair and is currently reviewing them.

- b. Biology (Subcommittee chair: Kristen Munyan)
*awaiting decision in Faculty Senate

- c. Conservation Management (Subcommittee chair: Ben Bencomo)

A response has been received from the department, addressing the committee's questions and concerns. They are currently working on a final report, which should be submitted soon.

- d. Chemistry MS, BA, BS, Minor (Subcommittee chair: Kristen Munyan)

Kristen Munyan presented the final report and fielded questions from AAC committee members (posted on Brightspace). The faculty representative for Chemistry, Nabanita Saikia, was also present and available for questions. Dr. Munyan will forward final documents to the Provost.

- e. Political Science BA, Minor (Subcommittee chair: Todd Christensen)

A request to delay this program review has been sent to the AAC Chair. The memo will be posted on Brightspace before next meeting.

- f. History BA, Minor (Subcommittee chair: Daniel Chadborn)

A request to delay this program review has been sent to the AAC Chair. The memo will be posted on Brightspace before next meeting.

- g. Sociology/Anthropology BA, BS, Minor (Soc and Anth) [Criminal Justice Studies BA, Minor] [Social Behavioral Sciences AA] (Subcommittee chair: Ben Bencomo)

The subcommittee has requested a meeting with the program representatives and the dean.

6. Communication from the Chair (Gadsden)

The chair expressed gratitude for the AAC committee members' hard work. Nothing to report.

7. Communication from the Registrar (Romero)

*See report below

8. Communication from the Faculty Senate (Hausman)

*See report below

9. Communication from the Graduate Council (Gadsden)

Nothing to report. The Council meets next week.

10. Communication from the Administration (Gonzales)

No representative from Administration was available for comment.

11. Program Revision-School Counseling Certificate (discussion/action item; Glover)

Geri Glover fielded questions from the AAC committee. Motion to approve. Seconded. Approved by consensus.

12. Program Revision-Rehabilitation Counseling Certificate (discussion/action item; Glover)

Geri Glover fielded questions from the AAC committee. Motion to approve. Seconded. Approved by consensus.

13. Program Deletion - Rehabilitation Concentration (discussion/action item; Glover)

Geri Glover submitted the "teach-out" schedule, as requested, before the meeting. She fielded questions from the AAC committee. Motion to approve. Seconded. Approved by consensus.

14. Course Revision - COUN 6360 (discussion/action item; Glover)

Geri Glover fielded questions from the AAC committee. Motion to approve. Seconded. Approved by consensus.

15. 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 or documents will be returned to program.
- Final day to submit new materials to AAC during Fall 2023 - **Thursday November 9, 2023 by 5pm**
- Any proposals requiring a catalog change must be submitted to the AAC no later than **Thursday February 22, 2024 by 5pm**



**Academic Affairs Committee
SUBCOMMITTEE MEMBERSHIP
Fall 2023**

Department/Member	Appeals Comm	Program Review Comm #1	Program Review Comm #2	Other Committees
1. Art & Music: Todd Christensen	Undergrad	Political Science [Chair]		
2. Biology: Maureen Romine	Graduate	Native Amer. Hispano Cultural		
3. Business Administration: Rodney Sanchez	Undergrad	Chemistry		
4. Chemistry: Nabanita Saikai	Undergrad	Sociology/Anthropology/CJ		
5. Computer and Math Sciences: John Jeffries	Graduate	History		
6. Counseling: Geri Glover	Graduate [Chair]	Environmental Geology [Chair]	Native American Hispano Cultural [Chair]	Policy
7. Curriculum and Instruction: Daniel Olufemi	Graduate	Biology		Ballen Policy
8. Educational Leadership: Sheree Jederberg	Graduate	Sociology/Anthropology/CJ		Policy Ballen [Chair]
9. English and Philosophy: Ben Villarreal	Graduate	Biology		Ballen
10. Exercise and Sport Science: Yong Kim	Graduate	Political Science		
11. Forestry: Tomek Falkowski	Undergrad	History		

12. History and Political Science: Luke Ritter (AAC Secretary)	Undergrad	Chemistry		Ballen
13. Languages and Culture: Andrés Sabogal	Undergrad	Political Science		
14. Library: Kevin Corcoran	Undergrad	Sociology/ Anthropology/ CJ		
15. Media Arts and Technology: Mariah Hausman	Undergrad	Conservation Management		
16. Natural Resources Management: Mike Petronis	Undergrad [Chair]	Chemistry		
17. Nursing: Kristen Munyan	Undergrad	Native American Hispano Cult.	Biology [Chair] ~ ~ ~ ~ ~ Chemistry [Chair]	
18. Psychology: Daniel Chadborn	Undergrad	History [Chair]		
19. Social Work: Benjamin Bencomo	Graduate	Conservation Management [Chair]	Sociology/ Anthropology/ CJ [Chair]	Policy
20. Sociology, Anth, and CJ: Gloria Gadsden (AAC Chair)				Ballen Policy [Chair]
21. Special Education: P.J. Sedillo	Graduate	Political Science		
22. Teacher Education: Jonathan McCausland	Graduate	Conservation Management		



**Office of the Registrar Report
October 18, 2023**

- I. Fall 2023 Enrollment
 - a. Total UG – 1733
 - b. Total GR – 1109
 - c. Total overall headcount – 2842overall 2% increase from same time last year
****Enrollments continue for Fall 2023 and Spring 2024 enrollment begins at 7am on November 6, 2023****

- II. Spring 2024 scheduling
 - a. Schedules were returned from Registrar on October 17, 2023 to Department Chairs/Program Coordinators and Academic Deans. We need a review for edits and changes and return to Registrar by October 26, 2023 by 5pm. Registrar will contact those departments missing items due to the short timeline for schedule publication.

- III. Midterm Grading & Short-Term First Half Final Grades
 - a. Grades were released to students on Wednesday, October 11, 2023 for Midterm and First Half Short-Term courses.
 - b. Congratulations to the faculty for timely submission of the grades this is the second semester (Summer 2023 was the first) we were able to roll over grades the same day they were due. Having timely submission is definitely helpful to our grading and semester close out processes.

- IV. Mandatory FERPA Training for all university employees ended on October 6, 2023
 - a. Any staff, faculty or student employees that missed the deadline to complete the online training will be contacted to complete the training for compliance purposes. Communication will soon be sent out from the Office of the Registrar to those in need of the training.



Report of Faculty Senate meeting date Oct. 11, 2023

Submitted on October 13, 2023

by Mariah Fox Hausman

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

- Gave prepared statement about the war between Israel and Hamas; stated, as steward of NMHU, we stand with Israel and condemn those actions. *How talk to our students?* Suggested to take advantage of community spaces to connect with those impacted.

2. Communication from the Chair (L. Fath).

- Faculty reporting students with required accommodations are expected to pay for services. *Is this an isolated incidence? Is this widespread?* Please reach out and inform the FS.
- Restarting administrator evaluation process asap in accordance with Faculty Handbook.
- President Minner proposing faculty lectureship series. Honorarium (several thousand \$). Not a visitor; Highlands faculty. Bring to departments, subcommittee service consideration.

3. Communication from the Student Senate (K. Rainer): Not much going on. Looking for Halloween events. Kayl's office location – SUB 316. No set hours; faculty welcome to email.

4. Communication from the Staff Senate (R. Anaya). No report.

11. Old Business

a. Consideration of Graduate Student Exam Language Changes.

Discussions brought up importance of one graduate level credit within the program in graduating semester among other feedback. GC sending revised language to FS.

b. Review of Faculty Senate Strategic Plan

Last posted Strategic Plan from Faculty Senate unit was in 2018. Senators asked to review old plan and consider new goals aligned with the university's strategic goals and tied to a budget.

c. Discussion of Artificial Intelligence in academics; Session I.

Is AI a nuisance or learning tool? How figure out end goal for Faculty Senate statement about usage at NMHU? Discussion regarding importance as learning tool while acknowledging and managing it as a problem. Working with it rather than against as AI is not going away.

12. New Business.

a. Election of members to the International Education Committee. Nominees elected:

- Dolores Ortega; School of Social Work; Debalina Maitra; At-Large; Emmanuel Nkwenti-Zamcho; School of Business; Bilgesu Sumer; College/Humanities and Arts

b. Memo from AAC re: student resources for International Students' acclimation

Discussion ensued about limited capacity of International Office and what is reasonable. Students need support, whether an international student or out of state student.