

1. **Roll Call**

Department	Name	Present	Absent	Excused
Art & Music	Todd Christensen	X		
Biology	Sarah Corey-Rivas	X		
Business Administration	Rodney Sanchez	X		
Chemistry	Nabanita Saikia		X	
Computer and Mathematical Sciences	John Jeffries			<b>X</b>
Education; Counseling	Lori Miller	X		
Education; Curriculum and Instruction	KwangJong Park	X		
Education; Educational Leadership	Rob Karaba	X		
Education; Special Education	VACANT			
Education; Teacher Education	Dawn Berry	X		
English and Philosophy	Benjamin Villarreal	X		
Exercise and Sport Science	Yongseek Kim (Proxy for William Hayward)	X		
Forestry	Michael Remke (AAC Chair)	X		
History and Political Science	Elaine Rodriguez (Senate Liason)	BILGESU		
Languages and Culture	Andrés Sabogal			<b>X</b>
Library	Kevin Corcoran	X		
Media Arts and Technology	Mariah Hausman	X		
Natural Resources Management	Mike Petronis	X		
Nursing	Christopher Young		X	
Psychology	Daniel Chadborn	X		
Social Work	Annie Allen	X		
Sociology, Anthropology, and Criminal Justice	Kimberly Munro (Secretary)	X		
<b>Ex Officio (VPAA)</b>	Roxanne Gonzales	X		
<b>Ex Officio (Registrar)</b>	Henrietta Romero	X		

**Guests in attendance**

Ian Williamson

Peter Linder
Mary Earick
Elisabeth Valenzuela

2. Approval of the Agenda
3. Approval of the Minutes (From 09/18/24)
4. Undergraduate and graduate petition committees
  - a. Make sure you are serving on these and that we are nearly balanced.
    - i. We need two people to join the undergraduate and five people to join the graduate petitions

2 Volunteers to join Undergrad petition committee: Mike Remke

5 Volunteers to join the graduate petition committee:

**In chat:** Grad committee Robert Karaba, Annalie Allen (taking Ben Cuomo's place), Lori Miller, Ben Villareal

Mike going to send out email to try and capture additional people. Everyone okay with moving to next point.

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

Bilgesu taking over as chair for Elaine, needs to be debriefed on being reviewed
  - b. Software Systems Design, MSSD, BSSD: (Chair: Mike Petronis): Mike petronis update "Being reviewed"
  - c. Public Affairs, MA (Subcommittee chair: Daniel Chadborn): Spoke with program leads, waiting for program feedback from Dr. Derkas prior to sending information out to the rest of the committee/timeline.
  - d. Biology (Subcommittee chair: Todd Christenson): Todd, has read through it, looking over documents, waiting to make timeline before getting back to biology. Biology exceeded page limit, so its taking longer for review (letting rest of subcommittee know to make the extra time for reviewing documents)

- e. Spanish, BA, Minor (Subcommittee chair: Elaine Rodriguez )  
Bilgesu taking over as chair for Elaine, needs to be debriefed on being reviewed
  
- 6. **Communication from the Chair (Remke):** Review of how Mike became chair. Why we did not vote? Who is Mike Remke? What will happen next year? Appointed by senate – next year new vote and everything else will follow procedure.
  
- 7. **Communication from the Registrar (Romero):** Introduction to new people, update 1623 undergrad, 1115  
Still down 4% from last year but still have fall semester registration open – possibility we'll move up a little.  
Spring 25 schedule – Get them in if you havent yet...  
Early registration 7am, Mon Nov 4<sup>th</sup>  
Required FERPA training, due it, training will close by Oct 7<sup>th</sup>! Federal Mandate – if you dont do it on time, mandatory in person one  
No questions for Henrietta....
  
- 8. **Communication from the Faculty Senate (Rodriquez):** Elaine no longer here, so Mike Remke shared update, no specific dialog relevant to AAC.
  
- 9. **Communication from the Graduate Council ( ):** Meeting canceled, so no communication
  
- 10. **Communication from the Administration (Gonzales):** Short report – CAS Dean search underway, candidates to campus last week of Oct and first week of Nov  
Institutional research position posting closes friday  
-Ivan Hilton – Meeting Friday to try and find replacement spaces for lab courses  
“Things progressing” --  
  
-Question from Mike Petronis – Impacts on infrastructure, for grad students, Hilton closed the remainder of semester, alternative spaces/equipment  
A:Roxanne – getting faculty and chairs together as far as options  
  
Mike Remke– Certificate programs, when we get to Item 11C?

11. **New Business:**

a. **Meeting format discussion:** Do we want to keep it fully online, hybrid, or just strictly online. Chadborn and Mariah, like the flexibility of fully online. Staying strictly online, seems to be working for everyone.

b. **SharePoint vs. Brightspace discussion:** What is the easiest way to share materials? Bright Space or Sharepoint?

Where are documents attached to review? Program review form filing/archive

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Mariah – where are things archived?

Mike Petronis – supports sharepoint,

Ben -- “Institutional History” in one spot, was useful, keeping resource of past program reviews, etc... (Bright Space only goes back to Spring 2021/2020).

Henrietta – Moved originally over from sharepoint to Bright Space (could be where older institutional reviews/forms are).

Roxanne – Historical information housed in a number of places, registrar, VPs office to get Program Reviews and approvals (most critical), maybe we set up a more permanent archive system. Setting up archival file – for HLC.

-Task is to centralize folder for finding things instead of multiple archives.

Henrietta has access to the old sharepoint for AAC. Going to send it to Mike and Kimberly for getting access.

Support for both but a lot of extra work to keep updating both...so everyone okay with switching over to Sharepoint. Thumbs up, no complaints.

Bright space --

Share point --

c. **Micro-certificates, stackable certificates, and other within-program curriculum opportunities:** Where are opportunities for our departments/programs for creating certificate programs. Roxanne sharing the “national discussion” for us to bring back to respective departments: “Stackable credentials” taking “little pieces” or “modules” that are taken 1 at a time, which can be stacked up to certificate levels, or applied to a course.

Noncredit (already being done in social work), or credit (9-15 credits to lead to a certificate). These can lead to a bachelors or master's degree. These need to be tied to the workforce, put in CVs, resumes, etc, either look at them as technical/workforce or start up as non-credit and eventually equal a course, how do we hook people in? NEED TO BE INTENTIONAL about creating/flow/coordinating.

Micro-modules – currently running a pilot study.

Ian Williamson sent in chat:

<https://www.bing.com/work/search?msbd=%257B%2522intent%2522%253A%2522None%2522%252C%2522triggeringMode%2522%253A%2522Explicit%2522%257D&q=National+Telecommunications+and+Information+Administration&redir=2&itrid=66fdbf27170f426ab83610713fca0ff2>

Rod Sanchez – changing demands of work environment, especially with AI. Important to think about and implement this.

Ben: report that came out last year, a lot of employers dont know what to do with these certificates? How do these stack up in the broader landscape? Knee-Jerk reaction (creating programs specifically for jobs)

Henrietta – registrar side of things, policies, considering development and consulting with registrar on potential policy revisions. This pertains moreso to graduate level.

Roxanne: Money that leads to jobs. Talking about UNM having resources for creating modules/certificate programs. Different world than what we're used to at Highlands. Something to consider at the department level. Since we dont have a lot of expertise at the institutional level.

Certificates proposed by departments, then approved by AAC. Are there outcomes assessments for certificates? Even if they are non credit, we should still have measurable goals.

Ian: Micro credentials from a graduate perspective – micro credential “a workshop or single class” -- doesn't like name. However, for graduate programs, can work backwards, credits specific to certain areas of the field, “modularity” or “creating modules” -- concentrations in areas.

Petronis: Are there standards that have to be met? How are they standardized or uniform? Are these aligned to license-ature or on national level standards for particular fields? Quality control to potential employers – Other types of quality control? How does this work for developing specialty knowledge for the field?

Do we follow national level society standards? Skills based certificates that benefit people across disciplines?

Ben, ***What are we asking for our departments?***

If departments interested we can review/submit program forms to get the something started for AAC to review.

12. Executive Session

13. Adjournment – Motion to adjourn (Bilgesu), everyone agreed.

**Submission Reminders:**

- To be added to the Wednesday Meeting Agenda, materials must be submitted by 5:00pm MT on the preceding Thursday
- Please submit materials to the AAC Chair (Michale Remke) and Secretary (Kimberly Munro ). Correct forms and complete signatures are required or the forms will be returned to the program without being included on the agenda.
- Any proposals requiring a catalog change must be submitted to the AAC no later than **Wednesday February 19<sup>th</sup> 2025**
- Final day to submit new materials to AAC during Fall 2024 is – **Thursday, November 14th by 5:00 pm**

## Minutes

Location: Zoom

Date: September 18, 2024 at 3pm

Zoom Link: <https://nmhu.zoom.us/j/98226508310>

Department	Name	Appeals	Program #1	Program # 2	Other
Art & Music	Todd Christensen	Undergrad	Political Science	Biology [Chair]	Ballen [Chair]
Biology	Sarah Corey-Rivas	Graduate	Spanish	Nursing [Chair]	Policy
Business Administration	Rodney Sanchez	Undergrad	Native American Hispano Cult.		Ballen
Chemistry	Nabanita Saikia	Graduate [CHAIR]	Nursing		
Computer and Mathematical Sciences	John Jeffries	Graduate			
Education; Counseling	Lori Miller				
Education; Curriculum and Instruction	KwangJong Park				
Education; Educational Leadership	Rob Karaba	Graduate	Public Affairs S/A/CJ	Poli Sci [Chair]	
Education; Special Education	VACANT				
Education; Teacher Education	Dawn Berry	Graduate			
English and Philosophy	Benjamin Villarreal	Graduate	Spanish	History [Chair]	Ballen
Exercise and Sport Science	Yongseek Kim (Proxy for William Hayward)	Undergrad			
Forestry	Michael Remke (AAC Chair)	Undergrad	Public Affairs S/A/CJ	Public Affairs (Hist) [Chair]	
History and Political Science	Bilgesu Sumer		Native American	Spanish [Chair]	

			Hispano Cult.		
Languages and Culture	Andrés Sabogal	Undergrad	History		Policy
Library	Kevin Corcoran	Undergrad	Public Affairs (Hist)	Nursing	History
Media Arts and Technology	Mariah Hausman	Undergrad	Biology		
Natural Resources Management	Mike Petronis	Undergrad [Chair]	SSD [Chair]	Biology	Ballen
Nursing	Christopher Young		Native American Hispano Cult.	SSD	Poli Sci
Psychology	Daniel Chadborn	Undergrad		SSD	Policy [Chair]
Social Work	Annie Allen	Graduate			Policy
Sociology, Anthropology, and Criminal Justice	Kimberly Munro		Public Affairs (Hist)	Poli Sci	