

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			
Computer and Mathematical Sciences	John Jeffries	X		
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	Bilgesu Sumer	X		
Languages and Culture	Andrés Sabogal	X		
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 (Michael Montoya)	X		

<b>Guests in attendance</b>
Ian Williamson
Elisabeth Valenzuela
Veena Parboteeah
Peter Linder

Approval of the Agenda

RK motion, 11 in favor, 0 opposed, 0 abstentions

3. Approval of the Minutes (From 11/06/24)

AA motion to approve, SR second 13 in favor, 0 opposed, 1 abstain

4. Undergraduate and graduate petition committee reports

nothing to report from the committees, currently no petitions

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

a. Native American Hispano Cultural Studies (Subcommittee chair: Bilgesu Sumer)

files received and read. moving forward.

b. Software Systems Design, MSSD, BSSD: (Chair: Mike Petronis):

c. Public Affairs, MA (Subcommittee chair: Daniel Chadborn):

currently the final report is being written and a meeting with the Dean will be the next step

d. Biology (Subcommittee chair: Todd Christenson):

no report, working on completing it

e. Spanish, BA, Minor (Subcommittee chair: Bilgesu Sumer)

same as NAHCS moving forward with process, documents complete for initial review

6. Communication from the Chair (Remke):

- Sharepoint folder here

- o This is a working SharePoint that anyone with the link can access and can easily be migrated into the final SharePoint that serves as a permanent archive for AAC

7. Communication from the Registrar (Romero):

Fall 2024 enrollment report: 1627ug, 1118g, 2745 down 3%

Spring 25 enrollment is increasing 1156 total, were down 7% as of this time, this might go up between fall and spring term

Final grading is coming up, Due Tuesday 12/10 8am; intersession due 12/31 8am

Incompletes now just done through the drop down, must be approved by chairs when issued.

Addendum to the catalog has moved forward with stuff prior to Nov 5<sup>th</sup>. After it will be in the new catalog.

new C added to some courses, fixes are coming but it will take time. This is to meet NMHED standards.

FERPA training is due

RK- clarifying the incomplete form, it is now all digital.

SR- the issue with the lab courses now having C will take time and this has to go through program by program, course by course. If something sudden comes up the registrar is prepared to fix it quickly.

8. Communication from the Faculty Senate (Remke)

MR not in attendance, no report given this meeting

9. Communication from the Graduate Council (Williamson):

meeting this Friday, no meeting since

10. Communication from the Administration (Gonzales):

offer been made to CAS Dean candidate, we have a verbal yes but signature needed before we

Ivan Hilton is progressing

Sinnger is moving to the Spring

People Admin is having some issues, some of the processes have been changed and this is holding things up. if issues come up, please contact HR.

HLC DNP visit on Monday. We wont know until Spring, but it seems to have gone well.

11. New Business:

a. Biology course revision proposal

6400, requesting to change the prereq, a typo in the catalog.

HR- syllabus still shows it, a revision would be needed.

BV- relevant NMHU traits are also missing from the syllabus

general discussion over this being discussed before action taking.

motion to approve with syllabus changes

18 in favor, 0 opposed, 0 abstentions (passed)

b. Biology program revision: MS Natural Sciences Concentration in Biology (discussion)

current students have a MSNS with bio, but this would be better for recruitment and graduating students to just change it to Masters in Biology.

the 3 programs are run independently, with the exception of a quant method and the standards are different. It makes minimal sense for the umbrella with these issues in labeling and independence of the program.

DC to HR and RG how does this look moving forward in terms of a complete program revision

it wont be a full dissociation from the MSNS program

there will have to be a change in the program code and some changes on the university end

programs effected have not had information included.

RG – because there is a name change, just to cover everyone, getting approval from the Board would be suggested. it will not have to be moved through the HED.

MP – cip code is just associated with bio and not the umbrella program. and all of these programs has its own individual cip code, they could be changed with others, but this would have to be looked at program. the departments knew but were not informed before this was filed.

HR – explained CIP codes more, as they exist under the discipline/area

IW – explained more, with changes in CIP classification over time.

discussion on the need for feedback from the effected departments, in that they are helpful for decision making by the committee

c. SCMT course revisions (discussion)

general discussion on this and required changes and paperwork need to be submitted. DC added wanting to see those changes before a motion.

i. SCMT 4140

ii. SCMT 6120: should be 6100, it is a typo

12. Executive Session

13. Adjournment

<b>Department</b>	<b>Name</b>	<b>Appeals</b>	<b>Program #1</b>	<b>Program # 2</b>	<b>Other</b>
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 Hispano Cult.	Spanish [Chair]	
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	