

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	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	Peter Linder	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			
Sociology, Anthropology, and Criminal Justice	Kimberly Munro (Secretary)	X		
Ex Officio (VPAA)	Roxanne Gonzales		X	
Ex Officio (Registrar)	Henrietta Romero (Michael Montoya)	X		

Guests in attendance
Ian Williams
Todd Lekan
Anna Nelson
Alice Davis

2. **Approval of the Agenda:**

Motion to approve
 18 approve, 0

3. **Approval of the Minutes (From 1/15/25):**

Mariah – Jesus Rivas should be listed as guest
 Ben V. – Should be marked as present
 Add Chris Young to attendance

Motion to approve
 18, 0 opposed, 1

4. **Undergraduate and graduate petition committee reports**

No new petitions

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

a. **Native American Hispano Cultural Studies (Todd Christensen)**

No report

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

Met with Dean – Ready to present at next agenda.

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

Met with Dean – Ready to present at next agenda.

d. **Biology (Subcommittee chair: Todd Christenson):**

Nothing to report Mariah, question – starting from the ground up?

Mike: Report from 2022, outdated, program review exceeded length requirements, but last semester faculty senate charged with proceeding with document submitted, with caveat of making recommendations. But no recommendations made yet.

e. **Spanish, BA, Minor (Subcommittee chair: Mariah):**

Mariah taking over submittee, has documents in hand.

f. **Public Affairs, MA (Political Science and History) (Remke)**

Been in contact with relevant folks, department has had chair turn over and is working on where program review document is at, “no real update”

- g. **Nursing, BS (Sarah Corey-Rivas)** Sarah hasnt received information? Who gathers the information. Mike will get update that Chris sent to Sarah.
- h. **Political Science BA, Minor (Karaba)** “Working on trying to move forward”
- i. **History BA, Minor (Villarreal)** “Working on trying to move forward”
- j. Cognitive Sciences Minor (Need Committee)
 - i. **Discussion on the program review timeline** : Combined programs, do we need to discuss this further as far as program reviews going forward?

Chadborn: OER data, figure out who oversees these combined programs.

Henrietta: Last year AAC committee was informed both programs need to be updated. Need sot be evaluation, have been asking about it the last couple of years, otherwise they shouldnt exist if they arent providing graduates.

Mike R: There may be a need to figure out how to get data so we can start a review process.

Henrietta: “In regards to cognitive science, psych courses, sociology, mathematics, sociology, and others not currently offered.:

Chadborn: Motion to get ask dean to get data, and a point person work on whether we need to get minor to move forward, should we revamp minor?

“Motion to have CAS dean and OIER to put something together for the committee so we can move forward with the minor”

Discussion: Linder “need a subcommittee to define both programs, what do the minors look like alongside science major, would help clear up confusion between what classes count, etc” Linder will be willing to be on, sarah in chat, “ new neurobiologist David Donley would probably like to be involved”

Chadborn: Agreed, David would be a great voice going forward in those conversations. Chadborn also willing to help.

Motion seconded: Favor: 17, no opposed no abstentions

- k. Upcoming for Fall 25 – All need committees; please be ready to form these in a future meeting.
 - i. Southwest Studies
 - ii. Women’s Studies Minor
 - iii. English MA, BA, Minor
 - iv. Forestry BS, Minor, Certificate
 - v. Fine Arts BA, BFA, Minor(s), post-Bac
 - vi. First Year Experience Program

6. **Communication from the Chair (Remke):**
Bad dad joke “not a chair im a human”
Some forms are difficult to fillout, started process to website to update forms
Updating website to make it more approachable and clear, more navigable.
Adding notes, review schedules, more publicly available, transparent.

7. **Communication from the Registrar (Romero):** Spring 25 enrollment, no census report, still finalizing it once confirmed, U: 1438 G: 1088 2526, Overall 3% decrease. Short term courses/2nd 8 week still open for enrollment. May still get more.
Graduation information live and on homepage regarding commencement.
Update on how to get regalia for faculty if you don’t have it. Urging students to apply on time to ensure their names appear in the program. Office has commencement committee to do a variety of things – any questions please feel free to reach out to team, information listed on commencement page. Stands for questions.
Daniel: Faculty that need regalia, office will be working to help, what does that mean? Rentals or purchasing?
Henrietta: Option for faculty to order general regalia same website as students. WHat if faculty or student cannot afford regalia? Can email Henrietta/office to make sure that regalia is secured. “WE do everything we possibly can to help”

8. **Communication from the Faculty Senate (Remke):** Big relevant thing, Academic affairs committee, there is now staff to help gather data/needs departments may have. Do not be shy about reaching out to OIER.

Center for Teaching Excellence lost director and coordinator, Faculty Senate approved Roxanne replacing the coordinator position, reviewing to launch a director search. CTE is currently without staff 😞

9. **Communication from the Graduate Council (Williamson):** Number of Spring GAships not filled. May now have summer funding for GAs, will put out calls for March and early April.
Appendix B, final exit procedures – how people go through final approvals for how things get done post defense/chair/committee approval.
Discipline policy reviewing so that disciplinary matters dont fall through the cracks.
Discussion of “Third Reader” and how the committee is specified, definition of graduate faculty,
Discussions in the works of how GPA is calculated around entry. Comprehensive list of transcripts from 20+ years, so updating policies or modifying for graduate more convenient/rigorous.

10. **Communication from the Administration (Gonzales):** Roxanne not able to make it today. No report from Roxanne but Ian has comment about grants related to the OMB memo, and excluding monies to institutions based on “broad set of categories related to DEI and other areas” current University approach is to continue to fund due to federal judge order and we can continue to draw the monies as long as they can.
15-16 million dollar grants already rewarded, but grant opportunities may not be available going forward
11. **Old Business:** Back in Nov we made motion to approve course revision to a typo that existed in catalog and revisions sent back looked fine so they are approved and off our table.
 1. [Biology Program Revision](#) (Pending CIP code Discussion): Todd Leken working on getting everyone pertinent together to discuss item and bring back to table once appropriate.
 - a. No further discussion per motion from 1.15.25
12. **New Business:**
 1. [Nursing Program Revision: MS Nursing](#)

Presented by Alice Davis, pg 21 of graduate catalog, 2nd graduate degree or change in major outside of school a second criteria must be met. First masters courses cant be applied to 2nd. Problem encountered, “Masters in Nursing” some in education and some in practice (midwifery, anesthesia, etc), Highlands offers Family practioner degree (MSN FMP)... we may see a plain masters degree candidate, which has a differnet MSN then the one in Nursing that requires critical amount of practical hours. Looking at policy to make sure Highlands MSN FMP considered different from a standard MSN – request is that students admitted to the program can apply 6 previously earned credits from first MSN to 2nd degree, and it should be a nationally accredited program. FMP considered an advanced practice nurse. Feel justified that the MSN FMP is a separate degree that can have credits transferred from the original MSN.

Daniel: Will this language change the graduate catalog as a whole or be specific to nursing?

A: Just to nursing

Henrietta: need to clean up language so it doesnt change the entire catalog, need a clear statement that will only change in nursing. 2. Also need to make change in graduate student handbook page 10-11. 3. Was this proposed request sent to the graduate council, and will it?

Ian agrees with first two points Henrietta made. Ian supports revision broadly. Should it go to the graduate council? Not necessarily, think its okay to keep it in Academic Affairs because the business is to approve of policy/catalog changes.

Mike P: Think this should stay with Academic Affairs

Daniel: Fine supporting this as long as we make sure its an exception to nursing and not taking away from the graduate catalog. How does this fit in the catalog? Is it an addendum?

Ian: Its University Policy not program policy.

How does the committee want to proceed?

Daniel: Willing to make a motion once the suggested changes above are made. Would be happier moving forward after that.

Motion to table this until we get the new side by side.

Second: Mike P

16 Approved

No opposed

No abstentions

A: Does the change need to be made to the handbook, undergrad and grad handbook?

Henrietta: TO handbook, and grad catalog pages 10-11

2. [Social Work Course Proposal: SW 2XXX](#)

John Tourangeau, presenting, 2000 level new course proposed “Social Justice and Community engagement” taught by Ben Como twice before with average number of 16 students. Serves as an effective pathway /feeder to the major. Course part of freshman learning community with section of Introduction of Sociology, working with Dr. Avery on this proposal. Roots in social justice, activities and assignments at micro, macro level, open to additional questions.

Bev V: This looks awesome, supportive of the class wanted to clarify that it is a social work class but will also count to social justice minor?

A: not sure it counts to any BSW credits that aware of.

Anna Nelson: Happy to research that

Henrietta: Had same question, if it is introductory to use as elective – students will automatically assume that it is an elective for the social work degree. Would it be a substitution?

A: Will not count at this time as an elective in the social work program.

Ian: More confused how it could not count as an elective.

Annie: Eventually count it as part of the core, but right now just a social work elective.

Anna Nelson: Not cross listed or approved elective because at the 2000 level – it “is an opportunity to engage with bachelors students to introduce them to social

work and social justice.” It is complementary but does not contribute to social justice minor at this time.

Ian: So its a course without a program then?

Nelson: Its an opportunity to have better engagement, not exclusive to students pursuing social justice, its attached to the program with the intent to eventually integrate it.

Annie: Its part of the learning community and part of admittance, treating it like a pipeline for students who havent decided yet --

Nelson: There is a community impact component, it is a well attended course, students are interested and hungry for, it is an opportunity to lay a foundation for social work as a potential career.

Henrietta: This course is intended to overall 120 credits, but cannot be used for the BSW degree later on down the road?

Nelson: Intended to later on down the pathway

Daniel: Does anything need to be changed to the current paperwork? Or are we good to go?

Paperwork: Good to go as course proposal, but needs program revision?

Henrietta: would need separate proposal for program revision elective section of BSW.

Robert Karaba: Confused, if this is a social work course wont this confuse students to count in the BSW elective?

Nelson: Concern had in double listing (counting toward 120 credits and options?)

Henrietta: department may need to submit substitution forms

Nelson: Larger discussion with the department about course being cross listed so that it can count for other pathways.

Mike P: Looks like course is fine its more of a programmatic decision of how they're going to use it, so all we need to do is decide to approve it or not

How will committee proceed:

Mike P: Motion to approve as is, other details up to department to sort out

Annie seconded

In favor: 17

Opposed: 0

Abstention: 0

Course proposal carries forward as is!

3. [Legislative Priorities Concern](#): funding for a non-academic program:

Mike P: Brought this to attention, what is 10m going to one program when buildings are falling apart? Wants this brought up in senate, because if we're concerned about this issue, we should bring a motion to senate. Dont see why

some programs continue to get millions of dollars while the University as a whole does not get funding to improve things as a whole.

Daniel: Seems like this is an issue for Faculty Senate

Sarah: Agree, concerned about where money is going when buildings are falling apart. Is the 10m from a separate state funding, ie, fire reforestation efforts

Mike P: Old guard seems to still be determining things, how does faculty get input – administration making unilateral decisions,

Mariah: Agree, flyers need more descriptions and struggled for years to get money/equipment for labs. Had to supply labs through grant money, so this seems strange, and we're kept in the dark.

Ian: Agree this is a larger faculty discussion but understanding that the legislature drives some of these things themselves – so we have to work within the confines of legislative directives, but agree faculty shouldnt be kept in the dark and there should be broader discussions.

Daniel: Motion to Ask that this be taken up, at senate level and general faculty level for transparency. Motion to make this a broader discussion

Second: Mike

But also discussion: Clarification from Ian – the legislator is telling us what to support?

Ian: Legislature thinks that they are representative of the people so they should get to make decisions that they believe are

Should there be communication with the faculty with respect to faculty? Yes

Favor: 16

No abstentions

No Opposed

Mike will take it up to faculty senate.

13. Executive session

14. Adjournment

Department	Name	Appeals	Program #1	Program # 2	Other
Art & Music	Todd Christensen	Undergrad	Political Science; Native American Hispano Cult [Chair]	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	Vacant			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	Spanish	
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	