



MINUTES OF MEETING: November 11, 2002

**PRESENT:** D. Connors, A. Gonzalez, A. Huarng, V. Kehm, N. Koch, B. Krilowicz, R. Morales, S. Nickolaisen  
R. Salinas, R. Shackelford, Q. Wu

**GUESTS:** G. Anderson, A. Hegmin, K. Johnson, A. Mori, J. Papenhausen

1. **Announcements**

- 1.1 A. Gonzalez announced that an on campus search has been initiated for the Director of the Academic Advisement Center.
- 1.2 A. Gonzalez announced that there is a search for the Director of the University Writing Center.
- 1.3 A. Gonzalez announced that a Request for Proposals for Service Learning has been sent to all faculty.

2. **Intent to Raise Questions**

B. Krilowicz asked when are faculty going to be trained in Peoplesoft? Why is training for OASIS still continuing? Will OASIS be a backup for PeopleSoft for a limited amount of time?

3. **Liaison Reports**

**General Education Subcommittee**

R. Morales reported that GES is continuing the review of the GE Upper Division Themes.

**Academic Advisement Subcommittee**

V. Kehm reported that AAS is continuing the discussion on job descriptions for the principal academic advisors. D. Vernon and C. Flint will represent AAS on the ad hoc committee.

**Undergraduate Studies Subcommittee**

B. Krilowicz reported that USS reviewed the new certificate, Substance Abuse Treatment Specialist. A. Larson and C. Utterback will represent USS on the ad hoc committee.

**Executive Committee**

N. Koch reported that a time certain will be arranged with Provost Lujan to discuss Programs of Distinction (POD's).

4. **Approval of the Agenda**

M/s/p to approve as amended.

5. **Approval of the Minutes**

M/s/p to approve as amended.

6. **Curricular Items**

**6.1 Actions Reported by the Executive Secretary**

M/s/p to reflect in the minutes.

**6.2 Doctor of Education in Educational Administration, EPC 02-05**

G. Anderson and A. Mori were present as time certain guests to discuss this new program. The following action was taken:

M/s/p to approve.

**6.3 New Certificate Program – Substance Abuse Treatment Specialist, EPC 02-06**

J. Papenhausen, K. Johnson, and A. Hegmin were time certain guests to discuss this new certificate program. The following action was taken:

M/s/p to approve the new certificate program on a pilot bases for a two-year term. Reconsideration of this certificate on a permanent basis will be based on an assessment and review of the pilot program. The certificate will not be listed in the University Catalog until permanent approval is given.

