



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.

