NEW MEXICO COUNCIL OF GRADUATE DEANS  
Draft Minutes of the March 23, 2010 Meeting  
Sandia Room, ENMU Campus  
Eastern New Mexico University  
Portales, New Mexico

1.0 Roll Call  
Present: Dr. Linda Lacey, NMSU; Dr. Linda Weems, ENMU; Dr. David Johnson, NMIMT; Dr. Linda LaGrange, NMHU; Dr. Anthony Sena, NNMC; Mr. Don Schleisman, NMHED. The meeting was called to order by Dr. Linda Weems, Chair, at 1:00 p.m.

2.0 Approval of Agenda  
The agenda was approved with a revision in order of items (Johnson/LaGrange).

3.0 Approval of Minutes  
Minutes of the meeting for October 28, 2009 were approved as distributed (Johnson/LaGrange).

4.0 New Business  
4.1 Update from HED  
Mr. Schleisman reported that the State Board of Finance (SBF) has been critical of the Higher Education Department (HED) for not having a master plan of the chronology of degrees. The SBF will deny further degrees and capital requests without a master plan. The target date for submitting a master plan to the HED is November 2010.

Since elements needed for the master plan are unclear, Schleisman will meet with the SBF to get clarification. However, he did request from each institution a list of their programs that have been eliminated and a list of those that have been modified. This data should be collected for the previous 10-20 years, (20 years preferable). Five-year plans for future degrees should include those in the idea phase, those being discussed internally, and those that have been developed into proposals. A deadline of April 15 was set for submission of this information.

4.2 Review Process for New Program Proposals  
Amendments to the “Formalized Process for Review of New Graduate Degree Proposals by the New Mexico Council of Graduate Deans” was submitted for review and discussion. Additional changes to the document were made during discussion. The document was approved as submitted with three additional changes: 1) inclusion of data for 6 years rather than 5, 2) clarification of the quorum needed for voting on new proposals, and 3) statement specifying that the Chair is a voting member. The amended document was approved (Johnson/LaGrange).

Dr. Lacey presented three documents that are used at NMSU during the internal review process. These documents illustrate the rigorous review that new proposals undergo prior to external reviews.

4.3 Committee Report on Revisions to the NMCGD Constitution  
The amended document was approved with three additional changes pertaining to: 1) the minimum number of times the Council shall meet per year, 2) the definition of a quorum, and 3) the manner in which action items may be brought before the Council (LaGrange/Lacey).

5.0 Old Business