

Minutes are intended to note (a) the date, time and place of the meeting; (b) those members of the public body who were present and those who were absent; and (c) the substance of all matters proposed, discussed and/or action was taken on. Minutes are not intended to be a verbatim report of a meeting. An audiotape recording of the meeting is available for inspection by any member of the public interested in a verbatim report of the meeting. These minutes are not final until approved by the Board of Regents at the March 2015 meeting.

**BOARD OF REGENTS and its  
ACADEMIC AND STUDENT AFFAIRS COMMITTEE  
NEVADA SYSTEM OF HIGHER EDUCATION**

Student Union, Ballroom A  
University of Nevada, Las Vegas  
4505 S. Maryland Parkway, Las Vegas  
Thursday, December 4, 2014

Members Present:       Dr. Jason Geddes, Chair  
                              Dr. Andrea Anderson  
                              Mr. Cedric Crear  
                              Mr. James Dean Leavitt

Members Absent:       Dr. Jack Lund Schofield, Vice Chair

Others Present:        Ms. Crystal Abba, Vice Chancellor, Academic and Student Affairs  
                              Mr. Frank R. Woodbeck, Executive Director, Nevada College Collaborative  
                              Ms. Allison Combs, Asst. Vice Chancellor and Director of Public Policy  
                              Ms. Linda Heiss, Senior Director of Institutional Research  
                              Ms. Renee Davis, Director, Student Affairs  
                              Mr. Nicholas Vaskov, System Counsel  
                              Mr. Omar Saucedo, External Affairs Coordinator  
                              Dr. Stephen G. Wells, President, DRI  
                              Dr. Mark A. Curtis, President, GBC  
                              Mr. Bart J. Patterson, President, NSC  
                              Dr. Maria C. Sheehan, President, TMCC

Faculty senate chairs in attendance were Dr. Joanna Shearer, NSC; Mr. Ron Marston, TMCC; and Ms. Susan Priest, WNC.

*For others present, please see the attendance roster on file in the Board office.*

Chair Jason Geddes called the meeting to order at 9:44 a.m. with all members present except Vice Chair Schofield.

1.     Information Only-Public Comment – None.
2.     Approved-Minutes – The Committee recommended approval of the minutes from the September 4, 2014, meeting (*Ref. ASA-2 on file in the Board office*).

Regent Anderson moved approval of the minutes from the September 4, 2014, meeting. Regent Leavitt seconded. Motion carried. Regent Schofield was absent.

3. Approved-NSC, New Major, Bachelor of Science in Mathematics – The Committee recommended approval of NSC’s request for a Bachelor of Science in Mathematics designed for students who want to pursue a career in teaching or industry, or pursue a graduate degree in a variety of fields (*Ref. ASA-3 on file in the Board office*). Students who graduate with a degree in mathematics will have mastered ideas and tools that can be applied to a wide range of practical applications from science and engineering to marketing and finance.

Regent Leavitt moved approval of a Bachelor of Science in Mathematics at NSC. Regent Anderson seconded. Motion carried. Regent Schofield was absent.

4. Approved-UNLV, New Degree, Doctor of Philosophy in Criminology and Criminal Justice – The Committee recommended approval of UNLV’s request for a Doctor of Philosophy in Criminology and Criminal Justice (*Ref. ASA-4 on file in the Board office*). The program will reflect the interdisciplinary nature of this field and provide students with a substantive background in fields such as sociology, psychology, public administration, political science and social work.

Regent Leavitt moved approval of a Doctor of Philosophy in Criminology and Criminal Justice at UNLV. Regent Anderson seconded. Motion carried. Regent Schofield was absent.

5. Information Only-Institutional Strategies to Support Nevada’s Complete College America Goals – Representatives from each institution reported on strategies envisioned and adopted by the institution designed to support and meet the revised Complete College America goals presented to the Board of Regents at its September 2014 meeting (*Ref. ASA-5 on file in the Board office*).

In response to a question from Chair Geddes, Dr. Carl Reiber, Vice Provost for Academic Affairs, UNLV, said the university implemented block scheduling for the first year and is using mandatory advising to move block scheduling into the second and third years.

Regent Crear said many of the calls he receives from students and parents of students relate to customer service issues at the institutions. He noted that nothing takes the place of basic customer service and attending to students’ needs. He encouraged the institutions to put the customer service piece in place first and then build off of it.

Dr. Hyla Winters, Associate Vice President of Academic Affairs, CSN, said one of the strategies near and dear to the folks at CSN is customer service. She acknowledged it is a strategy CSN needs to be more diligent about. The

5. Information Only-Institutional Strategies to Support Nevada's Complete College America Goals – (continued)

college has identified specific people and assigned them the responsibility to focus on customer service across the institution. CSN has started to quantify those areas of the institution that are creating the greatest angst for students which will help the college be more strategic in applying enhanced, intensive customer service training.

Chair Geddes thanked the institutions for their presentations. He found it helpful to have the goals and progress of each institution in one report.

6. Approved-Handbook Revision, Fee Waiver for Active Duty Military – The Committee recommended approval of an amendment to Board policy concerning fee waivers for certain active duty military (*Title 4, Chapter 17, new Section 14*) (Ref. ASA-6 on file in the Board office).

Regent Leavitt moved approval of the proposed *Handbook* revision. Regent Crear seconded.

Ms. Crystal Abba, Vice Chancellor for Academic and Student Affairs, provided a brief review of the proposed policy revision which authorizes institutions to waive special course fees, student fees and other mandatory fees, except the per credit registration fee, for members of the Armed Forces of the United States who are stationed in Nevada, if approved by the president of the institution.

Motion carried. Regent Schofield was absent.

7. Approved-Handbook Revision, Regents' Awards – The Committee recommended approval of a revision to Board policy concerning the Regents' Awards for Creative Activities, Rising Researcher and Teaching (*Title 4, Chapter 1, Sections 16-18*) (Ref. ASA-7 on file in the Board office).

Regent Leavitt moved approval of the proposed *Handbook* revision. Regent Anderson seconded.

Ms. Allison Combs, Assistant Vice Chancellor and Director of Public Policy, provided a brief review of the proposed revisions, effective Fall 2015, which add a second award for Creative Activities to provide one award for the universities and state college and a second award for the community colleges; authorize a cash stipend for the Rising Researcher Award; and expand eligibility for the Teaching Award to include faculty who are tenured or tenure track, in addition to faculty who provide instruction as part of their regular assignment.

7. Approved-Handbook Revision, Regents' Awards – (continued)

Motion carried. Regent Schofield was absent.

8. Approved-NSHE Planning Report/ Academic Master Plans – Vice Chancellor Abba presented for the Committee's approval the *2015-2019 Planning Report* that highlights the strategic objectives for the next four years for each NSHE institution, including foreseeable plans for new academic programs, student services and research initiatives (Ref. ASA-8 on file in the Board office).

Regent Anderson moved approval of the *2015-2019 Planning Report*. Regent Leavitt seconded.

Chair Geddes inquired about whether it is time to review each institution's strategic objectives. Vice Chancellor Abba indicated the strategic objectives were last updated prior to the 2013 legislative session. She recommended a review be initiated after the 2015 legislative session.

Motion carried. Regent Schofield was absent.

9. Information Only-New and Existing Program Review – Staff presented the first, third and fifth year new academic program reviews and the report on institutional reviews of existing programs as mandated by Board policy (*Title 4, Chapter 14, Section 5*) (Refs. ASA-9a and ASA-9b on file in the Board office).

In response to a question from Regent Crear, Vice Chancellor Abba indicated if the Committee is concerned about a specific program, it may request additional information and follow-up from the institution.

Regent Crear felt there should be a requirement for each program to meet a certain percentage of utilization. Programs that do not meet the requirement should be reviewed by the Committee. Chair Geddes agreed there is a need to establish some criteria; however, he was unsure if percent utilization is the best measure.

The Committee requested additional information on the following programs:

- UNR, Rangeland Ecology and Management, BS
- UNR, Public Health, PhD
- UNR, General Business, BS
- GBC, Graphic Communications, BAS
- TMCC, Civil Engineering Practitioner, AAS
- TMCC, Logistics Management, AAS

9. Information Only-New and Existing Program Review – *(continued)*

Chair Geddes requested additional information on UNR's Executive Master of Business Administration and the reasons for its success in exceeding original estimates.

10. Information Only-New Business – None.

11. Information Only-Public Comment – None.

The meeting adjourned at 10:53 a.m.

Prepared by: Keri D. Nikolajewski  
Manager of Board Operations

Submitted for approval by: R. Scott Young  
Deputy Chief of Staff to the Board of Regents