

FINAL Academic Council Meeting Minutes

DATE: April 10, 2006
TIME: 11:00 am to 12:30 pm
PLACE: Room N-5

AGENDA

- 1) Review and Adoption of April 3, 2006 Meeting Minutes
- 2) Review and Adoption of April 10, 2006 Agenda
- 3) Old Business
 - a) WASC related issues
 - b) Course Guide N:Drive and web templates
 - c) Credits for experiential learning
 - d) Course guide reviews:
 - i) RH 101
 - ii) SP 102
 - iii) DT 100
 - iv) CT 110
 - v) CT 112
 - vi) CT 120
 - e) Public Administration degree
- 4) New Business
 - a) Course guide reviews
 - i) CS 224
 - ii) AR 135
 - iii) Languages & Humanities cancellations
 - b) Student Grievance Procedure 8.2.2P
 - c) Faculty Observation form
 - d) Definition of non-resident students
 - e) Trip waiver forms
- 5) Other Issues
- 6) Schedule of next meeting

Members present: Glenn Keaton – AC Chairperson, Sciences, Math & Technology; Jeanette Villagomez – ALO; Kathy Pohl – Counseling Programs & Services; Larry Lee – Business; Lisa Lunde – Human Performance & Athletics; Lynne Curtis – Nursing; Michael Nurmi – Languages & Humanities; Michael Reber – School of Education; Roxanna Arriola – ASNMC; Sam McPhetres – Social Sciences & Fine Arts

Member absent: Doris Aldan-Atalig – Office of Admissions & Records

Others present: Danny Wyatt; Lisa Hacskaylo; Donna Leong-Aguon – Recorder

The Academic Council Chair Glenn Keaton called the meeting to order at 11:15 am.

- 1) Review and Adoption of April 3, 2006 Meeting Minutes
The AC **moved, seconded and unanimously adopted the April 3, 2006 Meeting Minutes as is.**

- 2) Review and Adoption of April 10, 2006 Agenda
The AC **moved, seconded and unanimously adopted the April 10, 2006 Agenda as is.**

- 3) Old Business
 - a) WASC related issues
Dean Jeanette reported the WASC report is due to them this Saturday, April 15th. Michael Reber mentioned other departments still needed to do their Learning Outcomes. Larry clarified it was the Learning Outcomes for the degree programs that departments needed to work on. Also, these Learning Outcomes will be placed in NMC's new catalog.

 - b) Course Guide N:Drive and web templates – nothing new to report

 - c) Credits for experiential learning – **tabled**

 - d) Course guide reviews:
 - i) RH 101 – **tabled**

 - ii) SP 102
Michael Nurmi pointed out the revisions he had done. Assessment Measurements were discussed. Some thought this section was too detailed, and recommended a more general statement(s). For example, in 10.1.0, it was recommended to end the sentence after the words "...final exam." The AC **moved, seconded and unanimously approved the modification of SP102 with changes.**

 - iii) DT 100 – **tabled**
 - iv) CT 110 – **tabled**
 - v) CT 112 – **tabled**
 - vi) CT 120 – **tabled**

 - e) Public Administration degree – **tabled**

- 4) New Business
 - a) Course guide reviews
 - i) CS 224
This course was replaced by CS 227 and approved by AC last week. The AC **moved, seconded and unanimously approved the cancellation of CS224.**

 - ii) AR 135
The following changes were suggested: Moving the first paragraph under 2.Purpose to D.Catalogue Course Description, and deleting the first paragraph under 6.Method of Evaluation. The AC then **moved, seconded**

and unanimously approved the modification of AR135 with changes.

iii) Languages & Humanities cancellations

Michael Nurmi reported that most of these courses were very old (in fact, he had never heard of them). Glenn questioned the possibility of the journalism course (CO 205 Intro to Newswriting) being revived. If the AC was to cancel this course, there would be added work to revive it, plus the same alpha number and course title would not be available because of NMC's PowerCampus system. Michael Nurmi asked for another category that courses could be temporarily suspended in, not cancelled. Glenn asked the AC members to review their list of very old courses, if any, and consider what could be done with them.

b) Student Grievance Procedure 8.2.2P

Glenn expressed his concern of whether this procedure was adopted or not. The N:Drive has documents that are allegedly approved, and are in fact **not**. Dean Jeanette explained she needed to clean up her Student Development folder. Several documents were uploaded by Kurt that apparently were still in draft form.

c) Faculty Observation form

Four departments provided their faculty observation forms. After a long discussion, the department chairs were asked to send electronic copies to Donna. She will compile in a folder, and send to AC members to review and compare, and prepare for discussion next week.

d) Definition of non-resident students

Most AC members expressed their concern of the Board approved definition of resident student and non-resident student status. Glenn wanted consideration for those students who were here for a long time. Some members said the variance is in the CNMI's definition of residency vs. NMC's definition of residency for tuition. Sam and Michael Reber offered to draft something for AC's review.

e) Trip waiver forms

Glenn referred to two forms that could be (are) used for NMC fieldtrips. After a brief discussion, it was recommended to present one of those forms (the one with more blank lines) to the College Council for their approval.

6) Schedule of next meeting

Next Monday, April 17th, 11:00 am in Room N-5.

The Academic Council Chairperson Glenn Keaton adjourned the meeting at 12:37pm.

“In order to foster a better informed and cohesive college community, NMC faculty, staff and students are welcome to attend.”