
Academic Council Meeting Minutes

Friday, March 9, 2018

Call to order

A special meeting of the Academic Council was held at 3:00pm in Building M-1 on March 9, 2018.

Voting members in attendance included Ajani Burrell, Beylul Solomon, James Kline, Jesse Pangelinan, Lisa Lunde, Marji Tarope, Velma Deleon Guerrero, and William Hunter

Voting member not in attendance: Alfredo De Torres, Barbara “Bobbie” Hunter, Christine Inos, Ermelinda Oneto (Proxy = Johnny Aldan), Kathy Winkfield (Proxy = Lisa Lunde), and Zerlyn Taimanao (Proxy = William Hunter)

Non-voting member in attendance: Kenneth Gabrido

Guests: Donald Rayome and Rosaline Cepeda

Meeting was called to order at 3:15pm.

Adoption of Agenda and Minutes

The agenda was presented to the council by Ajani Burrell. A motion to adopt the agenda was made by Lisa Lunde. The agenda was adopted unanimously.

There were no minutes to review for this meeting since this was a special council meeting held to only review course guides.

Announcements

- a. No announcements.

Reports

- a. No reports.

Old Business

- a. No Old Business.

New Business

- a. No New Business.

Course Guides and Individualized Degree Plans for Review

- a. Health and Physical Education Methods for Elementary Teachers (ED 353)
 - i. This course guide was tabled since the proposer, Roland Merar, was not present at the meeting.

- b. Teaching Elementary and Middle School Mathematics Developmentally (ED 432)
 - i. This course guide was tabled since the proposer, Roland Merar, was not present at the meeting.
- c. Science as Inquiry Methodology (ED 433)
 - i. The revised course guide for ED 433 was presented by Rosaline Cepeda. Revisions included changes to the textbook, updated *Method of Evaluation, Course Outline, Student Learning Outcomes, Degree or Certificate Requirement met by Course, Course Activities and Design,* and *Assessment Measures of Student Learning Outcomes*. The council requested the removal of the grading system from the *Method of Evaluation* section. In addition, the Language and Format Specialist (Adam Walsh) and the Academic Council Chair (Ajani Burrell) need to be added to the cover page.
 - ii. Ajani Burrell stated that he would resend the *Guide to Preparing Course Guides*, the *Guide to Preparing Course Guides at a Glance*, and the course guide template to the entire college.
 - iii. A motion to adopt the course guide with changes was made by Velma Deleon Guerrero. The motion was adopted unanimously.
- d. Agricultural Science (BI 106)
 - i. The revised BI 106 course guide was presented by Donald Rayome. The revision includes updating the course guide online delivery and the prerequisites for the course. He stated that the course was being funded by a distance education grant for four semesters thus an online component needed to be added.
 - ii. Discussion centered on whether both BI 101 and BI 141 should be required as prerequisites for the course. Based on this discussion, BI 101 was kept as a prerequisite and added “with instructor and department chair permission.”
 - iii. A motion to adopt the course guide with changes was made by Jesse Pangelinan. The motion was adopted unanimously.

Adjournment

The meeting was adjourned at 4:03pm.

Beylul Solomon

April 6, 2018

Secretary

Date of approval