

Academic Council Meeting Minutes March 11, 2004

- 1) Review and adoption of previous meeting minutes
 - a) February 26, 2004
- 2) Review and adoption of March 11, 2004 agenda
- 3) Old Business
 - a) NDU grading policy
 - b) School of Education
 - i) ED110 Introduction to Teaching and Participation CG
 - c) Special Needs statement
- 4) Other Issues
 - a) Course guide template
 - b) Course guide web template
 - c) Online course preparation
- 5) New Business
 - a) Business course guide
 - i) CS 222 Web Design and Programming
 - ii) CS 229 Java Programming
 - iii) MG 234 Introduction to Management
 - b) Languages course guides
 - i) EN 074 Writing and Grammar Study I
 - ii) EN 084 Writing and Grammar Study II
- 6) Schedule of next meeting

Members present: Tom Colton – Languages & Humanities, Lois Gage – Nursing, Tony Satur – Human Performance & Athletics, Glenn Keaton – Sciences, Math & Vocational Technology, Ed Lieberman – School of Education, Lynda Rowe – Social Sciences and Fine Arts, and Jeff Willden - Business.

Members absent: None

Staff and Faculty present: Lourdes Villazon as recorder.

Academic Council Chair Glenn Keaton called the meeting to order at 1:09 pm.

1) Minutes

The February 26, 2004 minutes were accepted without changes.

2) Agenda

The March 11, 2004 agenda was accepted without changes.

3) Old Business

a) NDU grading policy

Students can retake a class to remove a grade of "F". We are still using three grades for non credit bearing courses. "F" for NDU courses is basically used as a punitive measure. One of faculty responsibility is to use the Early Intervention Form to inform or warn students about non-attendance of classes, but if students continue to miss classes and fail to withdraw maybe it is okay to give them a grade of "F", they have earned it. So maybe it is not a punitive measure, it allows fairness for all students. It doesn't seem logical to have three grading system of Pass, No Credit, and F for NDU courses but if there is a logical reason for this then it is reasonable. Logical reason is fairness for all students.

Academic Council statement: The Academic Council unanimously agree to maintain the grading system of Pass, No Credit, or F for NDU courses. The council is submitting this statement to the Dean of Academic Programs and Services to be clearly stated in the NMC catalog.

b) School of Education

i) ED 110 Introduction to Teaching and Participation CG
Item tabled.

c) Special Needs statement

The council reviewed the statement provided by Rob Erickson, Coordinator of UCEDD.

Disability Statement reads: It is your responsibility to notify the instructor if you have a diagnosed disability and you require modifications, adaptations or assistive technology in order to fulfill the requirements of this course. All efforts will be made to reasonably accommodate your needs.

The council would like clarification on the terms used in the statement. They would like to clarify if "diagnosed disability" should be written as "diagnosed and identified disability" or "identified disability" or "disability". They would also like to clarify if "All efforts will be made to reasonably accommodate your needs" should be written as "All reasonable efforts will be made to accommodate your needs". In addition, if he would like to make any changes, additions, or deletions to the statement.

4) Other Issues

a) Course guide template
No new issue.

b) Course guide web template
Jeff asked the Title III project committee to align the course guide web template with the course guide hard copy template. More discussion later.

c) Online course preparation
Will look into an existing course that has both an on-line and an in-class course guide to see comparison.

5) New Business

a) Business course guides

i. CS 222 Web Design and Programming

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **CS 222 “Web Design and Programming”**.

ii. CS 229 Java Programming

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **CS 229 “Java Programming”**.

iii. MG 234 Introduction to Management

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **MG 234 “Introduction to Management”** with pending changes.

b) Languages course guides

i. EN 074 Writing and Grammar Study I

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **EN 074 “Writing and Grammar Study I”**.

ii. EN 084 Writing and Grammar Study II

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **EN 084 “Writing and Grammar Study II”**.

6) Schedule of next meeting

The next meeting is scheduled for March 18, 2004. The meeting adjourned at 1:49pm.