

## FINAL Academic Council Meeting Minutes

DATE: March 13, 2006  
TIME: 11:00 am to 12:30 pm  
PLACE: Room N-5

### AGENDA

- 1) Review and Adoption of March 6, 2006 Meeting Minutes
  - 2) Review and Adoption of March 13, 2006 Agenda
- First order of business: Gen Ed. Philosophy and program learning outcomes
- 3) Old Business
    - a) WASC related issues
    - b) Course Guide N:Drive and web templates
    - c) Disability issues
    - d) Liberal Arts IDP
    - e) Age limit of transferable courses
  - 4) New Business
    - b) Status of other program learning outcomes
    - c) International students transcripts
    - d) Doris' concern on p18 and p23 of NMC catalog
  - 5) Other Issues
  - 6) Schedule of next meeting

**Members present:** Glenn Keaton – AC Chairperson, Sciences, Math & Technology; Doris Aldan-Atalig – Office of Admissions & Records; Kathy Pohl – Counseling Programs & Services; Larry Lee – Business; Lynne Curtis – Nursing; Michael Nurmi – Languages & Humanities; Michael Reber – School of Education; Sam McPhetres – Social Sciences & Fine Arts

**Members absent:**

Jeanette Villagomez – ALO; Lisa Lunde – Human Performance & Athletics; Roxanna Arriola – ASNMC;

**Others present:** Severina Ogo; Jim Wedding; Robert Churney; Danny Wyatt; Donna Leong-Aguon – Recorder

The Academic Council Chair Glenn Keaton called the meeting to order at 11:03 am.

- 1) Review and Adoption of March 6, 2006 Meeting Minutes  
Changes were as follows: (1) remove Lynda Rowe's offer to represent Nursing students, (2) Lynne's Nursing catalog states a 5-year limit for all science courses, and she did not intend to change their 5-year to 7-years, (3) Michael Nurmi's revisions are minor stylistic changes and (4) couple of typos. **It was then moved, seconded and unanimously approved to adopt the March 6, 2006 Meeting Minutes with changes.**

- 2) Review and Adoption of March 13, 2006 Agenda  
Sam requested item 4a be the first order of business because Robert Churney needed to leave quickly for a class. Doris had a concern on a couple of matters on p18 and p23 of NMC's catalog. **It was then moved, seconded and unanimously approved to adopt the March 6, 2006 Agenda with changes.**

First order of business:

General Education Philosophy and program learning outcomes

Robert Churney provided a handout of work he was doing in the General Education Assessment committee. He wrote one-sentence outcomes statements for NMC's GenEd courses. He explained that all courses level outcomes are mapped to programs level outcomes. These programs level outcomes should be mapped to the institution's outcome (the competency we want our students in). He mentioned the need for a one-paragraph education philosophy, and he was asked to draft it. He requested that department chairs share his handout with faculty for feedback. If the AC approves this next week, he would like to see it included in the new NMC catalog.

3) Old Business

a) WASC related issues

Glenn informed the AC members that the substantive changes for his five Sciences IDPs had not been submitted to WASC. Dean Danny stated WASC's policy to **not** review sub changes within six months of a visit, and thus, the five Sciences IDPs cannot be submitted until April of 2007.

Dean Danny quickly read WASC's process for eliminating programs. Basically, a letter from NMC's President to WASC stating the reasons will suffice. **IF**, however, there are students enrolled in the program, then NMC needs to state how the enrolled students will complete the program without disruption.

Michael Reber mentioned he is on a standards committee that needs to address the evaluation process of the Academic Council. He referred to a criteria #9 of the ACCJC **something or other. Help.**

The subject of awarding academic credit on experiential learning was raised. NMC does not award this type of credit. However, Dean Danny will provide information next week for the AC to review.

b) Course Guide N:Drive and web templates - Nothing new to report.

c) Disability issues

Kathy stated that the most recent edition of the ADA Coordinators guide indicates that the guidelines for testing should be on a case-by-case basis depending upon the individual needs of the student. Kathy also said many colleges use a 100% extended test time and/or a case-by-case basis. She will revise the letter and present next week for approval.

- d) Liberal Arts IDP  
The issue of EN202 as a General Education Requirement was discussed. Michael Nurmi again expressed his concern for the lack of faculty and money to teach the added number of EN202 classes.

The level of math in the Core Course Requirement was discussed.

Kathy will revise the IDP and present next week for approval.

- e) Age limit of transferable courses  
Seeing how Doris' concern (item 4d) is related to this topic, Doris explained her worry. On page 18 of NMC's catalog, a student may remain on the same IDP for as long as it takes to graduate, provided the student does not have a break in enrollment for two consecutive semesters. On page 23, courses have an age limit of eight years. A brief discussion ensued. Dean Danny will provide information for next week's meeting.

4) New Business

- b) Status of other program learning outcomes  
Robert Churney had earlier reported for GenEd. SOE worked on theirs, and had published it in their annual report. Larry's department is also working on their outcomes and he planned to include it in the new catalog.

- c) International students transcripts  
Glenn referred to Doris' handout that was e-mailed to AC members this morning. Specifically, this Foreign Credentials document states that incoming foreign students accepted by NMC are required to have a course-by-course evaluation of their transcript. Students usually attend classes before their transcripts are evaluated, and will have until the end of the initial semester to have their transcripts evaluated. Doris hoped to have this write-up included in this Summer's Schedule of Classes, especially since new students are anticipated this Fall, and it is likely that some had attended non-U.S. institutions. Doris will draft a write-up for next week's meeting.

5) Other Issues – **none**

- 6) Schedule of next meeting  
Next Monday, March 20<sup>th</sup>, 11:00 am in Room N-5.

The Academic Council Chairperson Glenn Keaton adjourned the meeting at 12:30pm.

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