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# Academic Council Meeting Minutes

Friday, October 11<sup>th</sup>, 2019

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## Call to order

A special meeting of the Academic Council was held at 9:00am in Room V-215 on Friday, October 11<sup>th</sup>, 2019.

Voting members in attendance included Ajani Burrell, Alfredo De Torres, Barbara “Bobbie” Hunter, Beylul Solomon, Jesse Pangelinan, Johnny Aldan, Kathy Winkfield, Lisa Lunde, Velma Deleon Guerrero, and William Hunter.

Voting members not in attendance: Christine Inos, James Kline, Marji Tarope, and Zerlyn Taimanao.

Guest: Dean Charlotte Cepeda

Meeting was called to order at 9:07 am.

## Adoption of Agenda and Minutes

The agenda was presented to the council by Ajani Burrell. Ajani Burrell stated that this was a special meeting to address one agenda item (Spring 2020 Course Schedule) and all other agenda items would be tabled. A motion to adopt the agenda was made by Beylul Solomon. The motion was adopted unanimously.

The minutes for June 7<sup>th</sup>, August 30<sup>th</sup>, and September 27<sup>th</sup> were tabled until the next regularly scheduled meeting to be held on October 25<sup>th</sup>, 2019. Beylul Solomon will send a link of those minutes to all council members for their review.

## Announcements

- a. None.

## Reports

- a. None

## Old Business

- a. Course Assessment Plan supplemental documents and planning
  - a. This agenda item was tabled.
- b. Self-Study Subcommittees
  - a. Subcommittees will meet after the special meeting concludes today.

## New Business

- a. Spring 2020 Course Schedule
  - a. Ajani Burrell stated that he sent out a link to the council for comments on the course schedule and opened the floor for discussion and/or comments.
  - b. William Hunter said that MG 232 in Tinian should be a hybrid course and AC 230 in Tinian should also indicate that it is a hybrid course as well.
    - a. Dean Charlotte Cepeda added that the instructor teaching those courses would be need to be asked whether they can teach the course as a hybrid first.
  - c. William Hunter stated that EC 212 sections 1 and 2 should only have one meeting date rather than the 2 days listed (i.e. meet on Monday OR Wednesday rather than Monday AND Wednesday) since it's a hybrid course. This will allow students to register for courses on the days they do not meet for class.
  - d. Beylul Solomon requested that the English Placement levels for ED 211 and ED 290 be changed to EN095. She also asked that MA 132 be removed as a prerequisite for ED 300, change ED 480 to ED 290 under prerequisites for ED 341 and ED 343, remove ED 300 prerequisite for ED 351, add RH 400 prerequisite to ED 471R, and add RH 330 prerequisite for RH 400. In addition, she stated that instructor names need to be standardized since some instructors are listed as "Dr." and others who also have doctorates are not.
  - e. Velma Deleon Guerrero stated that she also made a change to the instructor name for HE 150 section 4 to Lisa Lunde. She also stated that she changed the class time for NS 101 sections 1, 2, and, 3 per the instructor's request.
  - f. A motion to adopt the Spring 2020 course schedule with changes was made by Beylul Solomon. The motion was adopted unanimously.

## Course Guides and Individualized Degree Plans for Review

- a. Basic Calculus (MA 203)
  - a. This course guide was tabled.

## Adjournment

The meeting was adjourned at 9:26am

Beylul Solomon

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Academic Council Secretary

October 25, 2019

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Date of approval