

Northern Marianas College
ACADEMIC COUNCIL
Minutes of June 29, 2011

Approved 8/3/11

DATE: June 29, 2011

TIME: 10:00 a.m.

PLACE: N-5

1) Review and Adoption of June 29, 2011 Agenda

Roy/Rosa. Adopted as amended. Motion carried.

2) Review and Adoption of the following Minutes

a) May 27, 2011

b) June 22, 2011

Minutes were tabled until next meeting.

3) Announcements

a) Webinar

i) Dean trying to run webinar called connect with curriculum mapping. \$700 and Chair is asking from DC funding for this webinar in July. It can be set up in N-5 with help from Amanda. Once funding is found, Ms. Bobbie will communicate with IT.

ii) Galvin pushing Chair to allow Chairs/Director to attend the next training in October 2011. 2nd part of the assessment training. The Chair will try to get funding. It may not go through but we try.

b) Joyce Taro

i) Submitted resignation yesterday and last day today. Loly will be move to Dean's office temporarily and hopefully funding will be available. Thanks to Tom he gave up FTE and now with Admin Manager.

c)

4) Old Business

a) Individualized Degree Plans (Lisa H.) – removed from agenda.

b) Fall 2011 Class Schedule (Friday Classes)

i) Faculty questioned why these changes are needed. This was a directive from IP in College Council on austerity. Email sent out to begin austerity July 3. The Chair has shared that we are 5 pay periods behind from appropriation. Important that we practice the austerity measures. Fall 2011 schedule is going to include the Friday off.

ii) SOE will be submitting changes to reflect no classes on Friday at all. Question from SOE was to schedule a class off-campus. This is possible but waiving of the minimum enrollment.

(1) Minimum Enrollment recommendation requested by the IP from AC. Some courses may need to run even with low enrollment. Request need to go through the Dean to changes. Numbers in the summer are different from Summer versus Fall.

(a) Workload recommendation for Fall 2011 and Spring 2012. Continuation of austerity measures and reducing faculty workload by 10%. 1.5 to be taken Martin looking at form 3, some departments looking at number of course offering. How is this going to impact students when we talk about austerity. One of the first items in PROAC and BAFC, when we look at austerity is to cut out student employment. But there are students depend on this for their survival. Lisa appreciates what martin states but we need to improve on our advising. Improve student support as well.

(2) 10 week courses extended to 15 weeks. Chair states that no problem and decision is up to the department.

(3) When we make these changes throughout the year. Deadline for submission of changes Friday, July 1, 2011 and no later than July 5. All dept chairs need to have these changes by Friday. Department Chairs responsible for making all the change.

(4) Has there been any financial analysis in terms of enrollment number. If there are 14 BE 111 offered keep it.

(5) Two things...recommendation for minimum enrollment and identify the course offerings and Friday classes. For SOE, for student teaching may be reduced on the non-teaching section. Non-Teaching assignments must be approved by AC. Although she used to get paid previous practice. Discussions about credit allocation between courses.

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(6) No payments for work in LinC Courses.

c) Non-Teaching Assignments

d) Graduating Student (Definition)

Roy shared his thoughts. Students also need to follow the process of petitioning to graduate. Use the petitioning process as evidence for students needing the course. IDP be reviewed on a timely basis.

That's how it should be with the advisor. AC not blaming the students, it's the faculty advisor and program advisor. Needs to be partnership between student and advisor.

e) Staggered Course Assessment Schedule

i) Evidence – due this Friday as well. Three departments have not turned in. Form 1 submitted but pending evidence.

f) AC Evaluation Committee Report (Rosa Tudela) changes to Evaluation Committee of Academic Council.

i) Still reviewing Fall 2010 Staggered Course Assessment. Rubric will be changes to reflect and link to the Gen Ed. Current rubric with the Chair.

5) Degree and Certificate Program Review

a) Revisions to Individualized Degree Plans/Individualized Certificate Plans

b) Department Request to Place Program(s) on *Inactive Status*

6) Course Guide Review

a) Inactive Status

b) Cancellations

c) Modifications

i) NU 124 address formatting issue. Address different grading changes. Returned to the department to make recommended changes and re-submit for action.

ii) NU 107 Credits for instructors/coordinators and book changes.

iii) NU 105 Changes needed

iv) NU 212 Changes needed

v) NU 209 Changes needed

d) New

i) HI 115 Tabled

7) New Business

a)

8) Adjournment

President will be in Tuesday Morning. Wednesday next meeting at 10am in N-5 if not BOR.

Meeting adjourned 12:44pm. Synopsis on what is currently happening in the program.

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