

Northern Marianas College
ACADEMIC COUNCIL
Minutes of October 3, 2011

Approved 10/17/11

DATE: October 3, 2011

TIME: 3:00 p.m.

PLACE: N-5

Voting Members Present:

Barbara Merfalen, Chair, Academic Council, Dean of Academic Programs & Services
James Kline, Vice Chair, Academic Council, Chair, Languages & Humanities Dept. (LH)
Dr. Alfredo De Torres, Chair, Sciences, Mathematics, Health & Athletics Dept. (SMHA)
Roy Greenland, Acting Director, School of Education (SOE)
Dr. John Griffin, Chair, Business Dept.
Thomas Sharts, Chair, Social Sciences & Fine Arts Dept. (SSFA)

Non-Voting Members Present:

Amanda Allen, Distance Learning Coordinator, Information Technology (Proxy)

Others Present:

Velma Deleon Guerrero, Program Coordinator, Liberal Arts Program
Lisa Hacskaylo, Institutional Researcher, Office of Institutional Effectiveness (OIE)
Barnaby Lizama, Outreach Counselor, Counseling Programs & Services (Proxy for Timothy Baker)
Geri Willis, Program Manager, Student Engagement, First Year Experience, Learning Communities
Loly Kingzio, Admin. Manager, Academic Programs & Services (APS), Recorder

Meeting called to order at 3:05 p.m.

1) Review and Adoption of October 3, 2011 Agenda

The following changes were made on the agenda:

Under Old Business: Remove from the agenda b) Board Policies on Academic Affairs and c) Board Policy on Program Guarantee. These items were approved at the September 26, 2011 meeting for submission to the AC Chair.

Under Degree and Certificate Program Review: a) Revisions to Individualized Degree Plans/Individualized Certificate Plans: Table A.A.S. in Hospitality Management IDP.

Dr. Griffin moved to adopt the agenda with changes. James seconded the motion. Motion carried.

2) Review and Adoption of the following Minutes

a) September 26, 2011

Dr. Griffin moved to adopt the September 26, 2011 minutes without changes. James seconded the motion. Motion carried.

3) Announcements

None

4) Old Business

a) Course Sequence Submission Follow Up: Criminal Justice and NRM. Dr. De Torres submitted the course sequence for Natural Resource Management (NRM). Thomas will follow up again with the CJ Program Coordinator for the course sequence for Criminal Justice.

b) Board Policies on Academic Affairs (handouts): **Removed from agenda**

c) Board Policy on Program Guarantee: **Removed from agenda**

d) Rationale for BE 111 as a core course: Both Geri and Lisa talked about the rationale and support in making BE 111 a core course on all individualized degree plans (IDPs). Handouts regarding student success courses and college seminars for first-year students were disseminated. **Dr. Griffin moved to adopt BE 111 as a core course on all individualized degree plans (IDPs). James seconded the motion. Motion carried. It needs to be determined, however, if a substantive change needs to be submitted and when this change to include BE 111 as a core course on all IDPs will be effective.**

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5) Degree and Certificate Program Review

- a) Revisions to Individualized Degree Plans/Individualized Certificate Plans
 - i) A.A.S. in Hospitality Management IDP **Tabled**
- b) Department Request to Place Program(s) on Inactive Status: None

6) Course Guide Review

- a) Inactive Status: None
- b) Cancellations: None
- c) Modifications: None
- d) New
 - i) SO 230: It was determined that there was no previous social psychology course. Therefore, SO 230 Social Psychology is a new course. Minor revisions need to be made. **Dr. Griffin moved to adopt the new SO 230 course guide with changes. James seconded the motion. Motion carried.**

7) New Business

None

8) Adjournment

Meeting adjourned at 4:00 p.m. Next meeting will be on Monday, October 17, 2011, at 3:00 p.m. in N-5.

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