

Northern Marianas College

Final Approved Copy of the Minutes of Academic Council Meeting

Memorandum: For your information, attached is a copy of the final approved minutes of the Academic Council meeting of November 25, 1998.

Electronic copies to:

NMC Branch Administrator, Rota
NMC Branch Administrator, Tinian
Vice President of Instruction, Dr. Barbara Moir
Vice President for Support Services, Jack Sablan
Dean of Agriculture and Life Sciences, Tony Santos
Dean of Professional and Vocational Education, and Acting Director,
School of Business & Hospitality Management, Tony Guerrero
Provost of the School of Education, Roy Fua
Director of Admissions and Records, Janice Tenorio

Members of the Academic Council:

Dr. Jack Angello, Director, Apprenticeship Trades, Academic Council

Chair

Chas Algaier, Director, School of Education
Jim Holan, Acting Dean, Arts & Sciences; and Chair, English Department
Debbie Raamakita, Director, Nursing Department
Ed Zehr, Chair, SSFAH
Ed Camacho, Director, LEAD, *alternate*
Kurt Barnes, Chair, SMHPE *alternate*

Photocopies to:

NMC Archives

Academic Council Archives

Vince Riley (for Archives Loose Leaf Binder)

Final Draft Copy of the Minutes of the Academic Council Meeting on 25 November 1998

DATE: Wednesday, 25 November 1998
TIME: 1:00 to 2:30 p.m.
PLACE: V-108 Classroom

AGENDA

1. Review and adoption of 11/25/98 agenda
2. Review and adoption of 10/30/98 and 11/13/98 meeting minutes
3. Course Guides: Nursing (Staff Presentation): (NU 106, NU 114, NU 204 & NU 205)
4. Old Business
5. New Business
6. Items for next Agenda (12/11/98)
7. Adjournment

MINUTES

Academic Council Chair Dr. Jack Angello called the meeting to order at 1:15pm in the V-108 Drafting Classroom. Members present were Dr. Jack Angello (representing Professional and Vocational Education), Ed Zehr (representing Arts and Sciences), Jim Holan (representing Arts and Sciences), and Debbie Raumakita (representing Professional and Vocational Education), constituting a quorum.. Kurt Barnes (representing Arts and Sciences) an alternate, was also present. Ed Camacho was excused.. Chas Algaier (representing the School of Education) was unavailable. Vince Riley was present as recorder.

1. Review and adoption of Agenda for today's meeting:

ACTION #1: It was moved, seconded and unanimously approved to accept the Agenda

2. Review and adoption of minutes of October 30 meeting:

ACTION #2: It was moved, seconded and unanimously approved to accept the minutes of the 10/30/98 minutes, with minor amendments.

3. Review and adoption of minutes of November 13 meeting:

ACTION #3: It was moved, seconded and unanimously approved to accept the minutes of the 11/13/98 minutes, with minor amendments..

4. Course Guides:

- a. NU 106, “Adult Health Nursing I.” Three nursing lab hours correspond to 1 hour of credit. Lab credit portion should be specified under “**3. Description,**” “**C. Credits,**” “**1. Number**”. “**Required English/Mathematics Proficiency Levels**” should be listed as part of the Heading , after “**4. Course Prerequisite(s); Concurrent Course Enrollment.**” “Instructional Resources Needed” should be listed separately under “**5. Estimated Cost of Course,**” “To the College.” Under “**6. Method of Evaluation,**” “Attendance,” Make-up assignments are not given for clinical portion. Under “Course Outline,” a standard “blurb” should be inserted, that notifies the reader that topics are not necessarily presented in the sequence given here.

ACTION #4: It was moved seconded, and unanimously approved to accept the course guide for NU 106, with the above modifications.

- b. NU 114, “Pharmacology for Nurses.” Under “**2. Purpose,**” substitute “actions” and “calculations” for their singular forms. “**Required English/Mathematics Proficiency Levels**” should be listed as part of the Heading , after “**4. Course Prerequisite(s); Concurrent Course Enrollment.**” “Instructional Resources Needed” should be listed separately under “**5. Estimated Cost of Course,**” “To the College.”

ACTION #5: It was moved seconded, and unanimously approved to accept the course guide for NU 114, with the above modifications.

- c. NU 204, “Family Health Nursing I.” Lab credit portion should be specified under “**3. Description,**” “**C. Credits,**” “**1. Number**”. “Instructional Resources Needed” should be listed separately under “**5. Estimated Cost of Course,**” “To the College.” Under “Course Outline,” a standard “blurb” should be inserted, that notifies the reader that topics are not necessarily presented in the sequence given here. Under “9. Student Competencies, 2.0” substitute “Assist in the care of.” Under “3.0,” Substitute “Assess, diagnose, plan, implement, and evaluate” for “Demonstrate knowledge of.”

ACTION #6: It was moved seconded, and unanimously approved to accept the course guide for NU 204, with the above modifications.

- d. NU 205.

ACTION #7: It was moved seconded, and unanimously approved to postpone action on NU 205 to the next meeting.

5. Old Business:

No old business was discussed.

6. New Business:

There was some discussion about the Nursing IDP, which has Fine Arts & Humanities courses, and Math courses.

7. Items for next Agenda:

The presentation of the Multimedia Interactive Mathematics Instruction (MIMI) program is scheduled for the next meeting. Mr. Gugliotta has been invited to present. The remaining nursing course guides will also be presented.

The following course guides have been submitted for English and format review:

CS 223, Visual Basic Programming (no signatures)
CS 229, JAVA Programming (no signatures)
SL 120, Deaf Culture (no signatures) (10/13/98)
AR 207, Intermediate Black and White Photography (11/23/98)
EN 072, Speaking and Listening Development I (11/23/98)
NS 100, Introduction to Earth Science (11/23/98)
LI 250, Literature of the Pacific (11/25/98)
MA 162, College Trigonometry (12/02/98)

In addition, fifteen Trades and Technical course guides were submitted for the Dean's review and signature in September 1998, and have not yet been forwarded for English and format review. We have also not yet received the ID 110 course guide.

8. Adjournment: 2:35pm