

# Northern Marianas College

## Final Approved Copy of the Minutes of the Academic Council Meeting

**Memorandum:** For your information, attached is a copy of the final approved minutes of the Academic Council meeting of September 03, 1999.

Electronic copies to:

NMC Branch Administrator, Rota  
NMC Branch Administrator, Tinian  
Vice President, Jack Sablan  
Dean of Instruction, Dr. Barbara Moir  
Dean of Continuing Education, Ed Camacho  
Dean of Education, Roy Fua  
Director of Admissions and Records, Janice Tenorio  
Academic Advising Coordinator, Lisa Hacskaylo

Members of the Academic Council:

Dr. Jack Angello, Director, Apprenticeship Trades, Academic Council Chair  
Chas Algaier, Director, School of Education, Academic Council Vice-Chair  
Jim Holan, Acting Dean, Arts & Sciences; and Chair, English Department  
Debbie Raumakita, Director, Nursing Department  
Ed Zehr, Chair, SSFAH

Photocopies to:

NMC Archives  
Academic Council Archives  
Vince Riley (for Archives Loose Leaf Binder)

**Final Approved Copy of the Minutes of the Academic Council**  
**Meeting**  
**on 03 September 1999**

DATE: Friday, 03 September 1999  
TIME: 1:00 to 2:00 p.m.  
PLACE: V-108 Classroom

### **AGENDA**

1. Review and adoption of 09/03/99 agenda
2. Review and adoption of any previous meeting minutes
3. Course Guides Update: Vince Riley
4. Academic Council Status (Election of Vice Chairperson)
5. Old Business
6. New Business
7. Items for next Agenda
8. Adjournment

#### Attachments:

1. None

### **MINUTES**

Academic Council Chair Dr. Jack Angello called the meeting to order at 1:10 pm in the V-108 Drafting Classroom. Members present were Dr. Jack Angello (representing Professional and Vocational Education), Chas Algaier (representing the School of Education), Ed Zehr (representing Arts and Sciences), and Jim Holan (representing Arts and Sciences). Debbie Raumakita was absent. The practice of requiring alternates to attend Academic Council meetings is no longer endorsed under the amended Board Procedure #3008, and so Ed Camacho (representing Professional and Vocational Education), and Kurt Barnes (representing Arts and Sciences) are no longer expected to attend meetings regularly. 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, with one modification—the order of items #4 and #3 were reversed, so the election of the Academic Council Vice Chair could precede the Course Guides Update.

## **2. a. Review and adoption of minutes of December 11, 1998 meeting:**

**ACTION #2:** It was moved, seconded and unanimously approved to accept the Minutes, with one modification—information on ID 110 will be carried forward to today's meeting, under "Old Business."

## **b. Review and adoption of minutes of February 5, 1999 meeting:**

**ACTION #3:** It was moved, seconded and unanimously approved to accept the Minutes, with one modification—discussion on SO 297, under "Old Business" will be carried forward to today's meeting, under "Old Business."

## **3. Academic Council Status:**

The Chair noted that amended BOR Procedure #3008 provides for an Academic Council Vice Chair.

**ACTION #4:** It was moved seconded, and unanimously determined to elect a Vice Chair. Accordingly, Chas Algaier was nominated and unanimously elected as the new Academic Council Vice Chair.

## **4. Curriculum Action Requests (Course Guides):**

Vince Riley reminded the members that all nursing course guides have been approved and added that they have been signed by the Vice President. In addition to a few SMHPE and SSFAH course guides, there are a whole set of course guides for trades and technical courses that have been submitted for approval. Many course guides for computer technology courses were submitted to Barbara for Division review, according to Dr. Fred Hill. Any copies that Vince has have no signatures. There are also some courses for health and physical education classes which Kurt Barnes says were approved last year, but which have not yet been signed off on. Chas Algaier said that he would check on the status of SL 120, "Deaf Culture."

Vince also presented course guides for AR 207, "Intermediate Black & White Photography," and EN 072, "Speaking & Listening Development I," to the Academic Council for their approval.

**ACTION #5:** It was moved seconded, and unanimously determined to approve the Curriculum Action Request for AR 207, "Intermediate Black & White Photography," with minor modifications.

**ACTION #6:** It was moved seconded, and unanimously determined to approve the Curriculum Action Request for EN 072, “Speaking & Listening Development I,” with minor modifications.

## **6. Old Business:**

Ed Zehr reported to Council members that the revised ID 110 course, “Introduction to College Life,” which members of the Counseling Department have been preparing over the past year, is being offered experimentally this semester as a three-credit class, ID 296, “College Success.” ID 110 continues to be offered on Rota as a one-credit class. Both classes are offered under the auspices of SSFAH, the social Sciences, Fine Arts, and Humanities Department.

There was also some discussion about the anomaly of allowing students to graduate with a “D” grade in EN 101, since a “C” or better in EN 101 is required for admission to SO 297, also a graduation requirement.

**ACTION #7:** It was moved seconded, and unanimously approved that further input and discussion is needed from the college community, to change the graduation requirement to include a “C” grade or better in all core courses.

There was some discussion of the “UW” grade—it is recognized as a grade issued, together with the last date the student attended the class in question.

**ACTION #8:** It was moved seconded, and unanimously approved that a letter be sent to Mr. George Pangelinan requesting clarification of the proper interpretation and use of this grade, so that instructors can consistently and equitably issue this grade to the appropriate students.

## **7. New Business:**

There was no new business to discuss.

## **8. Items for next Agenda:**

Course guides ready for Council approval at the next meeting include LI 250, “Literature of the Pacific,” NS 100, “Introduction to Earth Science”, and MA 162, “College Trigonometry.”

Adjournment: 2:00pm