

Northern Marianas College
ACADEMIC COUNCIL
Minutes of December 19, 2011

Approved 1/27/12

DATE: December 19, 2011

TIME: 3:00 p.m.

PLACE: HR Conference Room

Voting Members Present:

Barbara Merfalen, Chair, Academic Council, Dean of Academic Programs & Services
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:

None

Others Present:

Kathleen Arriola, Acting Chair and Instructor, Languages & Humanities Dept. (LH) (Proxy for James Kline)
Lisa Lunde, Instructor, Health & PE, SMHA Dept.
Loly Kingzio, Admin. Manager, Academic Programs & Services (APS), Recorder

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

1) Review and Adoption of December 19, 2011 Agenda

The following change was made to the agenda:

Add under Course Guide Review: d) New vii) ED 343

Dr. Griffin moved to adopt the agenda with the change. Roy seconded the motion. Motion carried.

2) Review and Adoption of the following Minutes

a) December 12, 2011 **Tabled**

3) Announcements

None

4) Old Business

a) BE 111 Update: None

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

i) HE 200: Textbook edition change and 3-year periodic update. Online component added. **Dr. Griffin moved to adopt the HE 200 course guide. Thomas seconded the motion. Motion carried.**

ii) PE 125: 3-year periodic update. **Dr. Griffin moved to adopt the PE 125 course guide. Thomas seconded the motion. Motion carried.**

iii) PE 126: 3-year periodic update. **Dr. Griffin moved to adopt the PE 126 course guide. Thomas seconded the motion. Motion carried.**

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- iv) PE 133: 3-year periodic update. This beginning scuba diving course has been canceled the last two semesters. By law, enrollment for the course is restricted to 8 students per 1 instructor. The College does not seem to make revenue with this course due to the rental of diving equipment for the course. ***The AC Chair asked that Dr. De Torres and Lisa check if the course can be offered through Community Development Institute (CDI). The PE 133 course guide was, therefore, tabled until the matter is worked out with CDI.***
 - v) PE 134: ***The AC Chair asked that Dr. De Torres and Lisa check if this advance scuba diving course can be offered through CDI. The PE 134 course guide was, therefore, tabled until the matter is worked out with CDI.***
 - vi) PE 160: 3-year periodic update. \$100 lab fee added under “Cost to the Student”. This outrigger canoeing course has not been offered for several semesters. The course is listed in the 2008 NMC general catalog with a \$100 activity fee, but the course is in PowerCAMPUS without an activity/lab fee attached to it. ***The AC Chair asked that Lisa do more research on the \$100 fee to ensure that it was approved before the course guide is approved.*** Only the Board of Regents can approve new fees or revisions to current fees.
- d) New
- i) ED 352: **Dr. Griffin moved to adopt the new ED 352 course guide with an additional change. Dr. De Torres seconded the motion. Motion carried.**
 - ii) ED 343: **Dr. Griffin moved to adopt the new ED 343 course guide with additional changes. Dr. De Torres seconded the motion. Motion carried.**

7) New Business
None

8) Adjournment
Meeting adjourned at 3:40 p.m.

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