

## FINAL Academic Council Meeting Minutes

DATE: November 15, 2005  
TIME: 1:00 pm to 2:30 pm  
PLACE: Room N-5

### AGENDA

- 1) Review and adoption of November 8, 2005 meeting Minutes
- 2) Review and adoption of November 15, 2005 Agenda
- 3) Old Business
  - a) WASC related issues
  - b) Course guide N:Drive and web templates
  - c) Course Guide Reviews
    - i) PE 133 course guide
    - ii) PE 134 course guide
    - iii) ED 170 course guide
    - iv) ED 180 course guide
    - v) ED 192 course guide
  - d) AC Procedural Rules
  - e) IDP Reviews
    - i) Associate in Science, Professional Science IDP
    - ii) Associate in Science, Secondary Education, Science Option IDP
  - f) Disability Statement information
  - g) IDP / ICP format
    - i) Minimum C grade for all Liberal Arts Courses
    - ii) Discontinuing AA in International Business
  - h) Elementary Education – AA
  - i) NMC Attendance Policy
- 4) New Business
  - a) SOE revised IDP
- 5) Other Issues
- 6) Schedule of next meeting

### Members present:

Members present: Glenn Keaton – AC Chairperson, Sciences, Math & Technology;  
Larry Lee – Business; Lisa Lunde – Human Performance & Athletics; Michael Nurmi –  
Languages & Humanities; Sam McPhetres – Social Sciences & Fine Arts

Others present: Jim Wedding – Tinian Campus Administrator; Donna Leong-Aguon –  
Recorder

Members absent: Brante Dashiell – School of Education; Geri Willis – ALO WASC;  
Daisy Villagomez-Bier – Counseling Programs & Services;  
Doris Aldan-Atalig – Office of Admissions & Records; Lois Gage – Nursing

The Academic Council Chairperson Glenn Keaton called the meeting to order at 1:09pm.

- 1) Review and Adoption of November 8, 2005 meeting Minutes  
For 1) Review and adoption of November 1, 2005 meeting Minutes, Larry stated Board Policy No. 1025 is actually a **draft** procedure, and not a policy.  
**It was moved, seconded and unanimously approved to accept the Nov.8, 2005 meeting Minutes with change.**
  
- 2) Review and Adoption of November 15, 2005 Agenda  
**It was moved, seconded and unanimously approved to accept the Nov. 15, 2005 Agenda as is.**
  
- 3) Old Business
  - a) WASC related issues  
The WASC team arrived on Saipan. Heads up!
  
  - b) Course guide N:Drive and web templates  
Sam informed the AC members that he still does not have access to the N:Drive. Information Systems is aware of the situation. Glenn mentioned that sometimes on his computer the N:Drive just disappears, even when the network and internet are still available, so be aware. He has stopped saving documents in that Drive.
  
  - c) Course Guide Reviews
    - i) PE 133 course guide
    - ii) PE 134 course guide  
Lisa informed the AC members that Dave Attao hooked her up with a past SCUBA instructor (Wyman), and Lisa will meet him today at 3:30pm. This item was **tabled**.
  
    - iii) ED 170 course guide
    - iv) ED 180 course guide
    - v) ED 192 course guide  
After a brief discussion, it was **moved, seconded and unanimously approved to adopt the cancellations of ED170, ED180, and ED192 course guides.**
  
  - d) AC Procedural Rules – **Tabled**

- e) IDP Reviews
    - i) Associate in Science, Professional Science IDP  
A recommended change was to switch the two superscripts <sup>a</sup> and <sup>b</sup>. It was then **moved, seconded and unanimously approved to adopt the IDP for Associate in Science, Professional Science with change.**
    - ii) Associate in Science, Secondary Education, Science Option IDP  
A change (ED282) was inadvertently excluded on the revised IDP. It was then **moved, seconded and unanimously approved to adopt the IDP for Associate in Science, Secondary Education, Science Option with change.**
  - f) Disability Statement information – **Tabled**
  - g) IDP / ICP format
    - i) Minimum C grade for all Liberal Arts Courses – **Tabled**
    - ii) Discontinuing AA in International Business  
This issue will be addressed at the end of this Fall Semester. The Recorder was asked to remove this item from IDP/ICP format, and place it separately under Old Business.
  - h) Elementary Education – AA  
The Recorder informed others that she continues to search past AC minutes.
  - i) NMC Attendance Policy  
A long debate arose. Some think policies are meant to be flexible, but others think they should be enforced. This item is **complete.**
- 4) New Business
- a) SOE revised IDP  
Larry clarified that CS103 and ED105 are two separate computer courses, and slightly different. A question arose if HI 255 can substitute SO297. Because Brante and a quorum were not present, this item was **tabled.**
- 5) Other Issues  
Larry handed out copies of his AA in Business IDP. Along with that were pertinent pages from two NMC catalogs. Larry planned to tailor this IDP to articulate with the University of Hawaii (UH). He also stated that UH wants students to take THEIR statistics course. **Action: Review for next week.**
- 6) Schedule of next meeting  
Next Tuesday, November 22<sup>nd</sup>, 1:00pm, Room N-5.  
The Academic Council Chairperson Glenn Keaton adjourned the meeting at 2:08pm. ***“In order to foster a better informed and cohesive college community, NMC faculty, staff and students are welcome to attend.”***