

Northern Marianas College
ACADEMIC COUNCIL
Minutes of December 23, 2008

DATE: December 23, 2008

TIME: 9:00 a.m.

PLACE: BOR Conference Room

Voting Members Present:

Dr. Debra Cabrera, Dean of Academic Programs & Services, AC Chair

Mark Haag, Chair, L & H Dept., AC Vice Chair

Glenn D. Keaton, Chair, SMHA

Pasquana Calvo, Acting Chair, Nursing Dept.

Frank Sobolewski, Chair, SSFA Dept.

Cynthia DLGuerrero, Director, SOE

Leo Pangelinan, Director, CPS

Non-Voting Members:

Rosaline Cepeda, Director, OAR

Others Present:

Joyce Taro, Recorder

Melena Slaven, Director, RHSP

Loly Kingzio, Administrative Manager, SSFA

1) Review and Adoption of December 23, 2008 Agenda

Under announcements: add a) Faculty Vacancies and b) PROAC Update

Action: Agenda approved as amended.

2) Review and Adoption of the following Minutes:

a) May 29, 2008, June 26, 2008, July 10, 2008, August 7, 2008, September 11, 2008 (Tabled – flash drive crashed)

b) November 20 & 26 2008 (Tabled)

c) December 11, 2008

Action: Minutes of 12/11/09 was approved with minor changes.

3) Announcements

a) Faculty Vacancies

The faculty vacancies have yet to be filled in the Languages and Humanities Department, [the](#) Sciences, Mathematics, Health, and Athletics [Department](#), and [the](#) Social Sciences and Fine Arts Department.

b) PROAC Update

Cynthia will resend PROAC update [for the School of Education](#) to [the Chair](#), and Judy Torres will send an update for the Criminal Justice program to [the Chair](#) as well. [The](#) Nursing [Department](#) has done theirs.

4) Old Business

a) AC Council Bylaws

b) 2008-09 Catalog Update

Leo showed the final copy of the catalog and the new cover. [The](#) Strategic Master [Plan](#) [will](#) be included in the catalog.

5) Department Request to Place Program(s) on Inactive Status

a) Hemodialysis Technician Certificate of Completion (Tabled)

6) Course Guide Review

a) Course Guide Stop Out

i) NU 108 Nursing Assistant (Tabled)

ii) NU 109 Hemodialysis Technician (Tabled)

b) Course Guide Cancellation

c) Course Guide Update

i) ED 141 and ED 215 (Tabled)

Eric needs to email revised [Course Guides](#) as recommended by AC for items 6.c.ii and 6.c.iii

DRAFT; 12.23.08 Approved: 10/22/09

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- ii) CS 227 and CS 246 (pending [Larry](#)) ([Tabled](#))
 - iii) EC 211, EC 212, MG 232, MG 233, MG 250, TS 101, TS 185 ([Tabled](#))
 - iv) CJ 103, CJ 150, CJ 200, CJ 225, CJ 251, LW 106 ([Tabled](#))
- d) New Course Guide
Eric needs to email revised [Course Guides](#) as recommended by AC.
- i) TS 103 Introduction to the Hospitality Industry ([Tabled](#))
 - ii) TS 182 Courtesy and Guest Relations ([Tabled](#))

7) New Business

- a) Department Chairs's Responsibilities (Advising & Registration)
Lisa HacsKaylo was working on this with Danny Wyatt. The Chair will send to AC [before the Spring 2009 registration](#) what Lisa and Danny worked on. ~~over the break before Spring 2009 registration.~~
- b) Advising vs Counseling
Leo recommended that a committee be tasked to do [the academic advising](#) workshop. Members may include faculty. It was also suggested that new students coming in declaring Liberal Arts as their major beginning [in](#) Spring 2009 will be referred to the Social Sciences and Fine Arts Chair for advising. Chrislaine Pangelinan and Leo can be included [in](#) the pool of faculty as advisors as well.

[The](#) last day to petition to graduate is December 31, 2008.

8) Adjournment

Meeting adjourned at 10:35 a.m.

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