

Northern Marianas College
ACADEMIC COUNCIL
Minutes of April 3, 2009

DATE: April 3, 2009

TIME: 1:00 p.m.

PLACE: BOR Conference Room

Voting Members Present:

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

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

Glenn Keaton, Chair, SMHA Dept.

Pasquana Calvo, Acting Chair, Nursing Dept.

Frank Sobolewski, Chair, SSFA Dept.

Cynthia Deleon Guerrero, Director, SOE, Vice-Chair by appointment

Leo Pangelinan, Director, CPS

Non-Voting Members:

Rosaline Cepeda, Director, OAR

Others Present:

Joyce Taro, Recorder

Meeting was called to order at about 1:15pm

1) Review and Adoption of April 3, 2009 Agenda

Under announcement, added a) Show Cause Report, b) Spring Break Services

Under old business, items removed 4c, 4g, and 4h from the agenda.

Request to table minutes was approved.

The agenda was adopted as amended by majority vote.

2) Review and Adoption of the following Minutes:

a) May 29, 2008, June 26, 2008, August 7, 2008, September 11, 2008

b) November 20, 26 2008

c) December 23, 2008

d) January 5, 16, 2009

e) March 6, 13, 20, 2009

3) Announcements

a) Show Cause Report

The Chair informed council members that the Show Cause Report was transmitted and that it is still confidential until WASC accepts the report.

b) Spring Break Services

The Chair stated that services should still be on-going for some offices.

4) Old Business

a) AC Council Bylaws

Mark and Larry will go through Academic Council bylaws and bring any recommendations at the next meeting.

b) Academic Calendar

i) Summer 2009: Schedule is final and so we can remove this item from the agenda.

ii) Fall 2009 Schedule

A working session to finalize the Fall 2009 Schedule was scheduled for Thursday, April 9 at 10:30 a.m.

c) BE 110 College Life Skills (Tabled)

d) Placement and Exit Exams (data & analysis) – SMHA

The Chair stated that we need to pilot Acuplacer for math. Glenn stated that he will need to place the order. The Dean's office will pay for the test and to get the account number from Joyce.

e) Acuplacer – L&H

Acuplacer for English is on-going now.

f) Maximum Enrollment for Classes

The Chair informed council that we are still waiting for the information from Roger Madriaga.

Approved: 04/08/10

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- g) Acceptable Faculty Overload
This item was tabled until next meeting.
- h) Student Evaluation of the Course
The Chair questioned why online evaluations are being done now. She said that she will follow up with the administrative managers regarding this matter. It was mentioned that it may be a mid-term evaluation. It was also suggested that another evaluation tool be created. Glenn and Cynthia volunteered to work on creating another tool.

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

- a) Hemodialysis Technician Certificate of Completion
- b) Nursing Assistant

To reactivate an inactive program, we must ensure that the program will have program level outcomes. We can't reactivate a program unless there are program level outcomes.

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 215 Tabled
 - ii) CS 227 Tabled
 - iii) CS 246 Tabled
 - iv) EC 211 Tabled
 - v) EC 212 Tabled
 - vi) MG 232 Tabled
 - vii) MG 233 Tabled
 - viii) MG 250 Tabled
 - ix) CJ 200 Tabled
 - x) CJ 225 Tabled
 - xi) LW 106 Tabled
 - xii) MA 089 Tabled
 - xiii) MA 091 Tabled
- d) New Course Guide
 - i) TS 103 Introduction to the Hospitality Industry (Tabled)

7) New Business

- a) COMPASS & APS (Tabled)

8) Adjournment

Adjourned at 2:25pm

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