

Northern Marianas College
ACADEMIC COUNCIL
Minutes of October 31, 2011

Approved 11/14/11

DATE: October 31, 2011

TIME: 3:00 p.m.

PLACE: N-5

Voting Members Present:

James Kline, Vice Chair, Academic Council, Chair, Languages & Humanities Dept. (LH)

Dr. Alfredo De Torres, Chair, Sciences, Mathematics, Health & Athletics Dept. (SMHA)

Dr. John Griffin, Chair, Business Dept.

Rosa Tudela, Chair, Nursing Dept.

Timothy Baker, Director, Counseling Programs & Services

Non-Voting Members Present:

Amanda Allen, Distance Learning Coordinator, Information Technology (Proxy)

Others Present:

Lisa Hacskaylo, Institutional Researcher, Office of Institutional Effectiveness (OIE)

Geri Willis, Program Manager, Student Engagement, First Year Experience, Learning Communities

Meeting was called to order by vice chair Jim Kline at 3:12pm.

1) Review and Adoption of October 31, 2011 Agenda

Motion to approve the Agenda was "so moved" by John Griffin and seconded by Tim Baker. Agenda was approved with no changes.

2) Review and Adoption of the following Minutes

a) October 24, 2011

Motion to approve the minutes for October 24, 2011 was "so moved" by John Griffin and seconded by Dr. De Torres. Minutes were approved with a comment added by Lisa Hacskaylo under Section 6d "Course Guide Review: New," regarding the approval of MU 109 as a three credit course; Lisa indicated that NMC had approved one credit music courses in the past, as had such institutions as the University of Hawaii.

3) Announcements

None

4) Old Business

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: None

d) New: None

7) New Business

December 2011 Intersession: Jim Kline introduced New Business discussion of Intersession. He introduced Geri Willis who commented upon the necessity for the Intersession, indicating that, because of the shortened Fall term which had occurred to accommodate international students, military students attending NMC would lose out on their military benefits in December if they were not taking classes. Therefore, an intersession had been proposed and approved by Dean Merfalen and President Hart.

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Jim Kline mentioned that discussion of intersession had occurred earlier that day in a Management Team meeting, during which time Leo Pangelinan, Dean of Student Services, had raised concerns about financial aid and counseling for students taking intersession courses. After the Management Team meeting, Jim had spoken with Cynthia Deleon Guerrero, supervisor of OAR, about registration strategies. She indicated that she had just finished meeting with Dean Leo and had worked out a strategy for registering students for intersession. She also indicated that a letter would be drafted and distributed to military students informing them of intersession and encouraging them to register for classes during the week of November 14, which coincided with "Green Sheet" student advising week.

Jim distributed a tentative schedule of classes that had been drafted after receiving input from chairs from various APS departments. Dr. De Torres raised concerns about how intersession could be initiated, given time constraints of the session, which would begin December 5 and end on December 30, a total of 17 teaching days and one day of finals. Rosa Tudela assured Dr. De Torres that intersession was in the planning stages and would be implemented.

Tim Baker wanted to vote to approve intersession, but Jim clarified that intersession did not need a vote of approval since it had already been approved by President Hart. Jim said that what had to be worked out in more detail were the courses to be offered, the times the courses would be offered, and the adjuncts assigned to teach the courses. He said he would update the chairpersons as more information was gathered about intersession.

8) Adjournment

A call to adjourn the meeting was made by Jim and "so moved" by John Griffin and seconded by Tim Baker. Meeting was adjourned at 3:55pm.

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