

Northern Marianas College
ACADEMIC COUNCIL
Minutes of September 12, 2011

Approved 9/19/11

DATE: September 12, 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)

Thomas Sharts, Chair, Social Sciences & Fine Arts Dept. (SSFA)

Timothy Baker, Director, Counseling Programs & Services

Non-Voting Members Present:

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

Others Present:

Marcelo González, Instructor, Languages & Humanities Dept.

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

Kyle Podziewski, Instructor, School of Education, Proxy for Roy Greenland

Loly Kingzio, Admin. Manager, Academic Programs & Services (APS), Recorder

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

1) Review and Adoption of September 12, 2011 Agenda

The following change was made to the agenda:

Under Course Guide Review: c) Modifications: Add BE 111 d) New: Add HI 215

Thomas moved to adopt the agenda with the changes. Tim seconded the motion. Motion carried.

2) Review and Adoption of the following Minutes

a) August 3, 2011 Tabled

3) Announcements None

4) Old Business

a) Academic Council Policy and Procedure Update Tabled

b) Academic Council By-laws Update Tabled

c) Course Sequence Submission: Course sequences need to be submitted to the AC Chair as soon as possible.

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) NS 101 Tabled

ii) SP 101: Textbook update and revision of Student Learning Outcomes (SLOs). Additional minor revisions and formatting corrections need to be made. **Tim moved to adopt the SP 101 course guide with changes. Thomas seconded the motion. Motion carried.**

iii) BE 111: The minor revisions and formatting corrections for the BE 111 course guide have been made. The course guide was approved by AC on July 27, 2011.

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d) New

- i) HI 215: This is a new course effective Spring 2012. Formatting corrections were made. Additional minor revisions need to be made. **Tim moved to adopt the HI 215 course guide with changes. Kyle seconded the motion. Motion carried.**

7) New Business

- a) Proxy for Academic Council meetings: Department heads need to submit a list of individuals who can proxy for them at AC meetings.
- b) Board policies on academic affairs (handouts): Board policies on academic affairs need to be reviewed. Feedback may be submitted to the AC Chair. The policies will be discussed at the next meeting.

8) Adjournment

Meeting adjourned at 3:35 p.m. Next meeting will be on Monday, September 19, 2011, at 3:00 p.m. in N-5.

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