Northern Marianas College

Final Approved Copy of the Minutes of Academic Council Meeting

Memorandum: For your information, attached is a copy of the final approved minutes of the Academic Council meeting of November 12, 1999.

Electronic copies to:
- NMC Branch Administrator, Rota
- NMC Branch Administrator, Tinian
- Vice President, Jack Sablan
- Dean of Instruction, Dr. Barbara Moir
- Dean of Continuing Education & CREES, Ed Camacho
- Dean of Education, Roy Fua
- Director of Admissions and Records, Janice Tenorio
- Academic Advising Coordinator, Lisa Hacskaylo

Members of the Academic Council:
- Dr. Jack Angello, Director, Apprenticeship Trades, Academic Council Chair
- Chas Algaier, Director, School of Education, Academic Council Vice-Chair
- Jim Holan, Acting Dean, Arts & Sciences; and Chair, English Department
- Debbie Raumakita, Director, Nursing Department
- Ed Zehr, Chair, SSFAH

Photocopies to:
- NMC Archives
- Academic Council Archives
- Vince Riley (for Archives Loose Leaf Binder)

First Draft Copy of the Minutes of the Academic Council Meeting on 12 November 1999

DATE: Friday, 12 November 1999
1. Review and adoption of 11/12/99 agenda
2. Review and adoption of any previous meeting minutes
3. Course Guides (Vocational Education) Update & Approval: Vince Riley and Chair
4. Old Business
5. New Business
6. Items for next Agenda
7. Adjournment

Attachments:
1. None

MINUTES

Academic Council Chair Dr. Jack Angello called the meeting to order at 1:10 pm in
the V-108 Drafting Classroom. Members present were Dr. Jack Angello (representing
Continuing Education), Ed Zehr (representing Instruction), Jim Holan (representing
Instruction), Alice King for Debbie Raumakita, (representing Instruction) and Chas
Algaier, Vice-Chair (representing the School of Education). Vince Riley was present as
recorder. Randall Nelson was present to present the Course Guides for the Technical
Trades/Apprenticeship program.

1. Review and adoption of agenda for today’s meeting:

ACTION #1: It was moved, seconded and unanimously approved to accept the Agenda.

2. Review and adoption of minutes of previous meetings:

No minutes of Academic Council meetings on 10/01/99 and 10/29/99 were available
to the Council, so this item was postponed to the next meeting.

3. Curriculum Action Requests (Course Guides):

A number of Course Guides for Vocational Education courses have been readied for
review by the Academic Council:

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<th>CT 190</th>
<th>EM 100</th>
<th>EM 132</th>
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ACTION #2: The Course Guide for ET 151 was examined, and approved, with modifications, unanimously. Similar modifications were required for the other Vocational Education Course Guides, so Randall Nelson was requested to revise the other Course Guides accordingly, for resubmission.

Randall Nelson also introduced new Vocational Education Course Guides on Building Codes to the Academic Council: BC 100, BC 120, BC 130. There is a need for these courses on Saipan since building inspectors and contractors, architects, and engineers involved in commercial and residential construction on Saipan must constantly be updated on building codes and the periodic revisions thereto.

ACTION #3: The Course Guide for BC 100, BC 120, and BC 130 were examined and returned with the other Vocational Education Course Guides to Randall Nelson for revision and subsequent resubmission.

4. Old Business:

a. The Memorandum of Agreement between the Department of Public Safety and NMC “to implement a program of training for DPS recruits” was reviewed by the Council. It was noted that the actual certification and degree programs, and the number or type of courses required, are not specified in the MOA. It was also noted that the Program Committee of the Board of Regents would meet that same day, and might approve the Basic Police Certificate. The Academic Council could then entertain representations regarding the Basic Police Certificate.

ACTION #4: The Academic Council approved the Memorandum of Agreement between DPS and NMC.

b. An update was provided on the A.A.S. program in Natural Resources Management. It still requires some report of Board approval.

c. Regarding the “UW” symbol on transcripts, the AC Chair shared results and comments from the survey he had conducted over the Local Area Network. It was also noted that page 16 of the current (1998-99) catalogue states that “failure to withdraw officially from a course will result in a grade of “F” being entered on a student’s permanent academic record,” while on p. 18 it is stated that “This [UW] symbol is recorded on the transcript when a student fails to officially withdraw from a course within the allowable period. A ‘UW’ received earns 0 grade points for the course.”

ACTION #5: It was moved seconded, and unanimously approved that the Dean of Student Services clarify the contradiction between instructors’ varying perceptions that “UW is a failing grade” and “UW is only a symbol, and is not counted in the G.P.A.”

5. New Business:

There was no new business to discuss.

6. Items for next Agenda:
Construction Trades Course Guides: CT 110, CT 112, CT 120, CT 130, CT 190-CT 192
ID 110

Adjournment: 2:06pm