AGENDA
1. Review and adoption of October 9, 2003 Agenda
2. Review and adoption of previous meeting minutes
   a. October 2, 2003
3. Old Business
   a. Periodic review change
   b. Guide to Preparing Course Guides
   c. IDP and ICP templates
   d. Social Sciences Course Guides
      • CJ103 Juvenile Delinquency
      • PY201 Human Growth and Development
4. New Business
5. Other Issues
6. Schedule of next meeting


Members absent: None

NMC Staff and Faculty: None

Academic Council Chair Glenn Keaton called the meeting to order at 1:06 pm.

1. Agenda

   The agenda was reviewed and approved without changes.

2. Minutes

   The minutes of the October 2, 2003 meeting were reviewed and approved without changes.

3. Old Business

   a. Periodic review change

      The council adopted to maintain the three-year period policy of reviewing course guides.

   b. Guide to Preparing Course Guides
The council discussed whether it is necessary or practical to keep section 3A Required/Recommended Textbook(s) and Related Materials of the course guide outline listed in the guide or if it should be taken out. After a discussion of the pros and cons, the council decided to table this item to the next meeting for everyone to consider the options placed on the table before making a final decision.

c. IDP and ICP templates

The council adopted a template that will be used for all degree and certificate plans. The template will be saved in the Academic Council folder stored in the Public folder on the N drive.

d. Social Sciences Course Guides

Action #1: It was moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for CJ103 “Juvenile Delinquency” with pending modifications.

Action #2: It was moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for PY201 “Human Growth and Development” with pending modifications.

4. New Business

5. Other Issues

6. Schedule of next meeting
The next meeting is scheduled for October 16, 2003 at 1:00 p.m.

The meeting adjourned at 2:06 p.m.