Academic Council Meeting Minutes  
August 19, 2004


Members absent: None.

Staff and Faculty present: Lisa Hacskaylo, Randall Nelson and Lourdes Villazon as recorder.

Academic Council Chair Glenn Keaton called the meeting to order at 11:12 am.

1) Minutes
   The August 10, 2004 minutes were accepted without changes.

2) Agenda
   The August 19, 2004 agenda was accepted with changes.

3) Old Business
   a) Certificate and Degree Programs
      Lisa presented a list of certificate and degree programs compiled from Jack Sablan’s office. OIE is requesting for each department chair to review the list to confirm the title and number of credits for programs offered by their department as well as to make any necessary deletions or additions to the list. The list does not match information published in the NMC general catalog. OIE would like a comprehensive list so that their office, OAR, and advisors can have a list to work with when gathering student data. Randall mentioned that when this list is complete, students will be asked to fill out a form declaring their major. The list will also be used when setting up ICPs and IDPs on PowerCampus.

   b) Substantive change report issues
      Ed is working on substantive change applications for the Related Services Technician, Special Education, and Early Childhood Education ICPs.

   c) ED110 Introduction to Teaching and Participation and ED192 Observation and Participation CGs
      Department will resubmit with recommended changes.

   d) Age of acceptable courses
      The council would like to send a proposal to the Board of Regents to adopt a policy that sets a time limit on the timeframe courses could be accepted. Danny Wyatt will be asked to research Santa Rosa Community College’s policy.

   e) 3 semester academic year
      Ed mentioned that the School of Education schedules classes from 3:30pm to meet students’ needs, but now space is running out to offer all courses. May look at a 3 semester academic year. Lois stated that this system works for the Nursing department. Question came up if PELL pays for summer courses. Will ask Financial Aid office to attend next meeting.

   f) CJ206 Social Values and the Criminal Justice Process CG
      Not ready, will remove from agenda.

   g) Natural Resource Management IDP
      Item tabled.
h) Developmental courses grading  
   There are no conditions set in the policy for Unofficial Withdrawals (UW). Will be discussed at the next meeting.

i) Continuity of courses  
   Sam will check with Lyndal Rowe for the purpose of this topic.

4) Other Issues  
   a) Course guide template  
      No new issue.

   b) Course guide web template  
      Will ask Gregg McCroskey to attend next meeting.

5) New Business

6) Schedule of next meeting  
   The next meeting is scheduled for August 26, 2004. The meeting adjourned at 11:42 am.