

FINAL Academic Council Meeting Minutes June 23, 2005

Members present: Glenn Keaton – Sciences, Math & Tech., Bruce Johnson (representing Tom Colton) – Languages and Humanities, Sallie Sablan – School of Education, Larry Lee – Business, Lois Gage – Nursing, Dr. Debra Cabrera (representing Sam McPhetres) – Social Sciences & Fine Arts.

Members Absent: Geri Willis – ALO WASC, Lisa Lunde – Human Performance & Athletics

Staff and/or Faculty present: Eleanor Cabrera, Joyce Taro, Loly Kingsio

Meeting called to order at 1:05 pm.

- 1) Review and adoption of April 28, 2005 minutes.

Minutes adopted without changes

- 2) Review and adoption of June 23, 2005 agenda.

Moved to first order of business: 4e) Liberal Arts C minimum grade recommendation

Moved to second order of business: 3c) Permanent AC recorder/archivist

Agenda adopted with changes.

- 3) Old Business

- a) WASC related issues.

Item tabled

- b) Course guide N:Drive and web templates.

Item tabled

- c) Permanent AC recorder

Sallie mentioned that Dean Sablan has recommended for the position a specific School of Ed. College Lab School faculty member who is considered to be highly competent. The word is that it may be possible for this person to begin performing the duties in a temporary capacity until the institution officially opens the position for hiring and the position is filled. At that time the person may apply for the position (and most likely be hired). Since the AC needs someone now (as in NOW!), the AC chair will pursue this lead to the gates of Hell if necessary. In the meantime, Joyce Taro and Loly Kingsio offered an alternative, which desiminate almost all of the archivist/recorder duties (except for recording and typing up the minutes) to the admin. managers. Great idea . . . almost. Unfortunately, the job of recording and typing up the minutes is integral to performing all the other tasks. Nice try, ladies; and thank you for being considerate (your names will be carved onto the NMC Wall of Fame). And, who knows, we may have to take up your offer . . . just in case.

- d) **MA 162**, College Trigonometry course guide.

Adopted without changes. NOTE: With this adoption comes an update (hopefully the last) to the Guide for Preparing Course Guides: Item 6. Method of Evaluation. Item 6 will now show the specific grading system used for that particular class; i.e. NDU classes will list the P, NP, and TF grades, with a short explanation, plus the ubiquitous “NMC’s grading policy . . .” statement. It will not include how students are evaluated, which is described in 10. Assessment Measures.

- e) Should course guides approved before Feb. 17, 2005 require section 10?

The council unanimously voted that course guides approved prior to 2/17/05 do not need to be modified to include section 10: Assessment measures, or other changes made to the course guide template since that date. *Note of clarification:* it has been discovered that there are several course guides approved prior to 2/17/05 that have no known hard copy, thus no cover page with signatures. These course guides will need to be resubmitted to the AC for signatures only (no detailed scrutiny of modifications or updates).

4) New Business

a) Course guide terminus for original copies

Until further notice, all original copies of course guides and IDP/ICP's will terminate in the hands of Nenette Prather of the Dean of Academic Programs and Services office. Thank you, Nenette (a Wall of Fame candidate).

b) SOE previously approved course guides

See 3e) above.

c) NMC grading system

Controversy has begun about the NDU grading system and the existence (or non-existence) of the UW grade. It has been noted that the newest version of the NMC catalog (is that what we should call it, or should we say something like, "the latest attempt to make something that's supposed to be the NMC catalog"? Nah, too long) has a few errors (a nice way of saying it's #@%^ed up). For example: the description of the missing UW now describes the TF grade. Discussion on this topic (and others related to it, sometimes loosely) continued until the AC chair interrupted everyone by saying that we will need to return to this issue in the near future, when we will invite pertinent guests to the council meeting to insure clarification and correction.

d) AC procedural rules

The AC recommends an update of the BoR policy regarding the procedural rules and duties of the AC. This recommendation is a result of questions such as: what role does the AC have in making college policy and how its decisions are communicated and disseminated. Discussions also included what power the AC has (none) and how seriously should the administration take decisions made by the AC.

e) Liberal Arts C minimum grade recommendation

Eleanor Cabrera explained in detail the rationale for requiring that all classes on the Liberal Arts degree IDP must be passed with a minimum grade of C. The requirement's intent is for the benefit of those Liberal Arts degree students who plan to transfer to a 4-year college or university. If they attempt to transfer a course with a D grade, that course will not be accepted and the student may be required to retake the course. The new IDP for Liberal Arts includes an IDP Agreement Form indicating that the student must pass all his/her core, general education, and elective requirements with a C grade or better in order to graduate with his/her AA in Liberal Arts. This requirement was approved by the AC on September 11, 2003; a signed copy of the new IDP, with the AC chair's and VP Algaier's signature as proof of its adoption. Liberal Arts advisors were informed of the requirement prior to the transfer of advisees and also during the Academic Advising Training held during Fall 2004. Recently, a Lib. Art degree student was allowed to graduate despite receiving a D for one of her courses. The student signed an IDP Agreement Form to transfer to the new IDP effective Spring 2004, therefore choosing to transfer to the new IDP knowing that she would need to pass all courses with a "C" grade or better. Plus, there were a few students who petitioned to graduate for Spring 2004 under the new IDP but were not able to graduate because of their final grade for that semester was either D or F. However, our current 2004-2006 catalog(?) does not specify that requirement (it only specifies "core courses" to be passed with a grade of C or better and the minimum GPA of 2.00). Because the student's mother was given a confirmation by the Registrar, the decision to allow the student to graduate was deferred to the President. At this time, the Dean of Academic Programs and Services is not in agreement with this requirement, suggesting only that core courses have the minimum C requirement. After a lengthy debate, the AC again voted unanimously to send an official memo to the Dean of Academic Services requesting that NMC officially adopt the recommendation and steps be taken to insure it is entered into the catalog.

- f) **PE 146** course guide
Tabled
- g) **PE 149** course guide
Tabled
- h) **BI 290** course guide
Tabled
- i) **BI 270** course guide
Tabled
- j) Associate in Science, Major: Allied Health IDP
Tabled

- k) NU 108 Nursing Assistant course guide
Adopted with changes

- l) NU 109 Hemodialysis Technician course guide
Adopted with changes

- m) NU 209 Nursing Issues and Trends course guide
Adopted with change.

- n) Associate in Applied Science, Laboratory Technology IDP
Tabled
- o) Associate in Science, Professional Science IDP
Tabled
- p) Associate in Science, Secondary Education, Science Option IDP
Tabled
- q) Associate in Science, Secondary Education, Math Option IDP
Tabled
- r) BI 101 Principles of Biology course guide
Tabled
- s) Disability Statement information
Tabled

- 5) Other Issues
None

- 6) Schedule of next meeting: **Pending**
The meeting adjourned at 2:25 pm.

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