

FINAL Academic Council Meeting Minutes

DATE: July 3, 2006
TIME: 11:00 am to 12:30 pm
PLACE: HR Conf Rm

AGENDA

- 1) Review and Adoption of June 26, 2006 Meeting Minutes
- 2) Review and Adoption of July 3, 2006 Agenda
- 3) Old Business
 - a) WASC related issues
 - b) Course Guide N:Drive and web templates
 - c) Course guide reviews:
 - i) CT 190
 - ii) CT 191
 - iii) CT 192
 - iv) AR 216
 - d) Reading levels for NDU math
- 4) New Business
 - a) NU 124 course guide
 - b) Catalog review
 - c) Course articulation
 - d) NC, NP, TF grades for NDU classes
- 5) Other Issues
- 6) Schedule of next meeting

Members present: Glenn Keaton – AC Chairperson, Sciences, Math & Technology; Larry Lee – Business; Lynne Curtis – Nursing; Michael Nurmi – Languages & Humanities; Michael Reber – School of Education; Sam McPhetres – Social Sciences & Fine Arts; Susan Satur – Counseling Programs & Services

Members absent: Doris Aldan-Atalig – Office of Admissions & Records; Felicitas Abraham – Rehabilitation & Human Services; Jeanette Villagomez – ALO; ASNMC's representative

Others present: Melody Actouka; Donna Leong-Aguon – Recorder

The Academic Council Chair Glenn Keaton called the meeting to order at 11:05 am.

- 1) Review and Adoption of June 26, 2006 Meeting Minutes
Clarification was made in the last paragraph of the Marine Tech Program item. The AC then **moved, seconded and unanimously adopted the June 26, 2006 Meeting Minutes with change.**

- 2) Review and Adoption of July 3, 2006 Agenda
Three items were added to New Business: catalog review, course articulation, and NC, NP, TF grades. The AC then **moved, seconded and unanimously adopted the July 3, 2006 Agenda with changes.**

- 3) Old Business
 - a) WASC related issues – **nothing new reported**
 - b) Course Guide N:Drive and web templates – **nothing new reported**
 - c) Course guide reviews:
 - i) CT 190 – **tabled**
 - ii) CT 191 – **tabled**
 - iii) CT 192 – **tabled**
 - iv) AR 216 – **tabled**

 - d) Reading levels for NDU math – **tabled**

- 4) New Business
 - a) NU 124 course guide
Lynne reported the modification was due to a new textbook, so the course outline was revised also. Other changes were pointed out, such as, rewording the first sentence in Purpose, adding “grade” for one of the textbooks, including the prerequisites in Catalogue Course Description, and adding “s” in fees in #5. The AC then **moved, seconded and unanimously approved the modification of NU 124 with changes.**

 - b) Catalog review
Larry asked which IDPs required a grade “C” or better in alllll courses; Nursing and School of Education do. Liberal Arts require a “C” in core courses. Larry said the grade “C” was not explicitly stated in the draft catalog. Larry recommended to Lynne to update her section to reflect the new IDP since the new catalog would be effective Fall, 2006. Susan said she saw the section which states that students enrolled in older IDPs remain on those.

Larry asked if the Sign Language courses would be offered under Tee Abraham’s program (Rehabilitation & Human Services). No one knew for sure. Michael Nurmi stated he would remove the TESL/TFL Certificate from the new catalog. Someone recommended removing the Audio/Video Production Certificate from the new catalog. Larry recommended the need for AC to review the draft together; a special meeting was agreed for Thursday, July 6th, 3:00pm; place to be determined.

Glenn referred to the course description section for one of Michael Nurmi’s courses. Michael also noted that some parts of the catalog are right justified, while other parts are not; he stated the need for format consistency. Susan said the printers would be responsible for that.

c) Course articulation
Glenn brought up Eric Plinske's e-mail regarding articulation; Eric requested department chairpersons review their section of his list. Glenn said he was cross-referencing between Eric's list, Donna's list of course guides, and NMC's current catalog.

d) NC, NP, TF grades for NDU classes
Glenn reported a student requested an instructor change his NP grade to NC because Scholarship Office did not accept NP. A short discussion began. NMC no longer uses the NC grade. In the past, a student with an NC grade still received credits for that class even though the student did not pass. Today, a student with an NP grade does not receive credits. Scholarship Office looks at the total number of credits earned for a semester.

Susan reported she had several discussions over the past two weeks with the Scholarship Office regarding grades. She confirmed the following:

- TF grade is a "you made no-effort so you failed" grade, and
- NC and NP grades are "you made an effort but you failed" grade.

Lynne reported on her conversations with the Scholarship Office. The Scholarship Office had been sending students to her requesting letters of acceptance into the Nursing Program but Lynne said those students were not ready to enter the Program. Clarification with that Office is needed.

5) Other Issues

6) Schedule of next meetings

Special meeting on Thursday, July 6th, 3:00pm.

Next regular meeting on Monday, July, 10th, 11:00am in the HR Conference Room.

The Academic Council Chairperson Glenn Keaton adjourned the meeting at 11:55am.

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