

FINAL Academic Council Meeting Minutes

DATE: July 6, 2006
TIME: 3:00 pm
PLACE: HR Conf Rm

AGENDA

- 1) Review and Adoption of July 3, 2006 Meeting Minutes
- 2) Review and Adoption of July 6, 2006 *Special Meeting* Agenda
- 3) Review of draft NMC catalog
- 4) Schedule of next meeting

Members present: Glenn Keaton – AC Chairperson, Sciences, Math, Health & Athletics; Jeanette Villagomez - ALO; Kathy Pohl – Counseling Programs & Services; Larry Lee – Business; Lynne Curtis – Nursing; Michael Nurmi – Languages & Humanities; Michael Reber - School of Education; Sam McPhetres – Social Sciences & Fine Arts

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

Others present: Danny Wyatt – Dean of Academic Programs & Services, Donna Leong-Aguon – Recorder

The Academic Council Chair Glenn Keaton called the meeting to order at 3:10pm.

- 1) Review and Adoption of July 3, 2006 Meeting Minutes
The AC **moved, seconded and unanimously approved the July 3, 2006 Meeting Minutes as is.**
- 2) Review and Adoption of July 6, 2006 *Special Meeting* Agenda
The AC **moved, seconded and unanimously approved the July 6, 2006 Agenda as is.**
- 3) Review of draft NMC catalog
Michael Nurmi suggested having one master copy for everyone’s changes. He happened to have Dean Danny Wyatt’s copy with him. Michael Reber suggested that one hundred pages or so of the manuscript go around for changes.

Lynne stated she just saw Dean Jeanette and mentioned the changes needed in the Nursing section.

Glenn stated that seven people returning their copies to Dean Jeanette for revisions is too much. He also agreed a round robin copy is better.

Dean Danny stated he already took care of the front part of the draft catalog.

On another topic, Lynne reported her recent conversation with Dolly at Scholarship Office. Dolly does not need a letter of acceptance into the Nursing Program. Students only need to show 12 credits a semester and they are eligible for scholarship money.

Returning to the draft catalog, there was a short discussion on the grading system. NC should not be included in the definition section. The difference between CIP and

Incomplete was explained. Course In Process (CIP) means a student still needs to complete a test or something during the following term. CIP is also used for courses that do not follow the regular semester.

UW is used when a student attends class during the first week but does not show up thereafter.

Larry pointed out, according to the draft catalog, the time limit for coursework is 8 years. The Academic Council approved a 7-year time limit and that change will be requested. Lynne said her department does not accept science courses more than 5 years old.

On another topic, Dean Danny mentioned the University of Hawaii at Manoa had identified nine of our students who transferred with 3.0 GPAs but were now having difficulties. He would try to get the names of those students to see what they had done here, and why they are having problems.

At this point Dean Jeanette arrived at the meeting. She was asked how she wanted to receive revisions, whether by one master/round robin copy, or by each department chair returning his/her draft copy to her. She replied 7 separate copies. She had already completed Dean Danny's revisions, along with OIE's, and another office.

Larry asked if he could send Jeanette electronic copies of his course descriptions, and she replied yes.

Dean Danny reminded everyone to update their faculty list, and Larry confirmed that faculty on board as of Fall, 2006 should be in the catalog.

Larry pointed out that MA 111 is mentioned in several parts of the catalog; it was cancelled, and should be replaced with MA 132. Danny asked Jeanette to do a search of MA 111 and replace with MA 132.

Larry asked if Audio/Video Production would be taken out of the catalog, and Jeanette replied yes. Kathy said she would look into the status of the two students currently in that program.

4) Schedule of next meeting

The next meeting is scheduled for Monday, July 10, 2006, at 11:00am in the HR Conf Room.

The Academic Council Chairperson Glenn Keaton adjourned the meeting at 4:00 pm.

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