

Final Academic Council Meeting Minutes

DATE: September 21, 2006
TIME: 1:00 to 2:00 pm
PLACE: BOR Conference Room

AGENDA

- 1) Review and Adoption of September 14, 2006 Meeting Minutes
- 2) Old Business
 - a) Course guide reviews:
 - i) NU 107
 - ii) NU 207
 - iii) NU 212
 - iv) ED 319
 - v) ED 321
 - vi) ED 406
 - vii) ED 434
 - viii) ED 435
- 3) New Business
 - a) Children's Literature Textbooks at NMC bookstore
 - b) Proposed IDP and course descriptions for the AA in Rehabilitation and Human Services
 - c) Audio recording in the classroom
 - d) Title III Grant
- 4) Other Issues
 - a) WASC update
- 5) Schedule of next meeting

Next meeting is scheduled for Thursday, September 28, 2006, at 1:00 pm in the BOR Conference Room

Members present: Glenn Keaton – AC Chairperson, Sciences, Math, Health & Athletics; Felicitas Abraham – Rehabilitation & Human Services; Susan Satur – Counseling Programs & Services; Larry Lee – AC Acting Chairperson, Business; Lynne Curtis – Nursing; Michael Nurmi – Languages & Humanities; Michael Reber - School of Education; Sam McPhetres – Social Sciences & Fine Arts; Betty Ann P. Cabrera – Recorder

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

Others present: Lisa Hacskaylo- IR, OIE; Mary Anne Campo- ILT

The Academic Council Chair Glenn Keaton called the meeting to order at 1:20 pm.

- 1) Review and Adoption of September 14, 2006 Meeting Minutes

The AC **moved, seconded and unanimously approved the September 14, 2006 Meeting Minutes with change.**

The AC **moved, seconded and unanimously approved the September 21, 2006 Agenda with change**

2) Old Business

a) Course guide reviews:

ix) NU 107 - **Tabled**

x) NU 207 - **Tabled**

xi) NU 212 - **Tabled**

xii) ED 319

It was **moved, seconded and unanimously approved to adopt the above Course Guides Actions.**

xiii) ED 321

The AC requested that the following changes be made, math level to MA 132, include 30 contact hours for Practicum and under # 10 Assessment change and or to and only.

The AC then **moved, seconded and unanimously approved the modification of ED 321-course guide with changes.**

It was **moved, seconded and unanimously approved to adopt the above Course Guides Actions.**

xiv) ED 406- **Tabled**

xv) ED 434

The AC requested that the following changes be made, no header & footer, no prerequisite and # 10 Assessment change and or to and only.

The AC then **moved, seconded and unanimously approved the modification of ED 434-course guide with changes.**

xvi) ED 435

The AC requested that the following changes be made, no header & footer, no prerequisite and # 10 Assessment change and or to and only.

The AC then **moved, seconded and unanimously approved the modification of ED 435-course guide with changes.**

3) New Business

a) Children's Literature Textbooks at NMC bookstore

AC requested that SOE Chair, Dr. Reber talk to or see Bernie Sablan, Bookstore Manager regarding the Children's Literature Textbooks that are now sitting in the bookstore.

b) Proposed IDP and course descriptions for the AA in Rehabilitation and Human Services

Per Felicitas Abraham- R & H Services, Program Advisory Council, Curriculum Committee meet reviewed and approved the IDP and course descriptions for all courses under R & H Program. Tee also shared with AC on the five major components, components are as follows:

1. Foundation in arts and sciences
2. Behavioral science, emphasizing life-span development & psychological functions
3. Rehabilitation Courses
4. Elective designed to response to student's interest in rehab & human services
5. Field Learning/Work Experience that permits students to develop their skills under supervision in professional practice settings

R & H was also advised by Program Advisory Council to submit to AC for final approval. Tee shared with Dean Wyatt on this material, Dean Wyatt urged Tee to go ahead and submit to AC for approval and that it could be approved without course guide approval first. Therefore, Tee submitted to AC and a lengthy discussion was made by AC regarding approval of the IDP and can the IPD be approved without R & H course guides approval first?

The AC then moved, seconded and a majority approved the IDP with corrections, but Dr. Reber did not agree with AC members on approving the IDP because he has a concern regarding this issue.

Per Dr. Reber – AC is not being consistent and this was not fair because AC did not approve SOE's IDP, SOE was requested by AC to submit the curriculum action request for review and approval first before they will approve the SOE's IDP. Therefore, Dr. Reber did not agree with AC decision on IDP. See AC minutes dated: Sept. 7, 2006

Note: AC will verify the policy regarding new and existing approval on IDP without course guides approval first.

c) Audio recording in the classroom

Per Dr. Reber- concerned if a student that uses a recorder in the classroom, can a student use this against an instructor?

Per AC- according to AC there is no policy regarding this matter/issue. AC suggested that SOE seek assistance with NMC's Legal Council.

Per Dr. Reber - stated that he met with Legal Council and that he has a different opinion. Legal Council informed Dr. Reber that a transcription is not as accurate as a recording.

Per AC- taping in class should be at the instructors discretion.

d) Title III Grant

Per Maryanne Campo, the Title III grant ends next year in Summer 2007 and that 100% of the courses are required to their materials such as syllabi and handouts, etc., available online. She recommends that some departments/programs need to get the ball rolling so that students are able to get resources online 24/7. She was also able to show a demo with her notebook/laptop. She is currently offering group workshops and will also offer next month two level of workshops for both basic and advance sessions. Maryann not very pleased with faculty due to the fact that not every instructor/faculty is taking advantage of this program.

Per Mike- needs more clarification on why they should use this program and who is mandating its usage. And he prefers that the students come see him for class work missed.

Per Maryanne - when faculties received their laptops they were required by ILT that the laptops provided was to improve student services through technology and make information accessible 24/7. She further stated that all faculties and department chairs need to work on the online site on or before Summer 2007 this is when the grant expires. Further, she recommends that faculty have the option to change or update the site as needed and to make resources available for students on a 24/7. What's more she shared that her son Andrew moved recently to the US Mainland and that NMC did not prepare him for the real world and that NMC needs to improve and enhance their student's services, especially through technology because we are not doing our students justice. Furthermore, students that go on the site like it and faculties that are using it thinks, "It's remarkable".

Per Glenn – once on the site do we have to change it on a weekly basis?

Per Maryanne – instructors have the option to change it on a weekly basis or update it as needed.

Per Susan- can a sample be sent for everyone to see.

Per Dr. Reber- go to the N-drive under the Public folder to see SOE's example on mapping and it is also available in the CRC.

- 4) Other Issues
 - a) WASC update

Per Lisa – showed a video on how to prepare NMC for the WASC accreditation visit. This video will also give NMC an idea of what to expect from the team.

- 6) Schedule of next meeting
Next meeting is scheduled for Thursday, September 28, 2006, at 1:00 pm in the BOR Conference Room.

The Academic Council Chair Glenn Keaton adjourned the meeting at 2:50 pm.

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