Northern Marianas College
ACADEMIC COUNCIL
Minutes of December 23, 2008

DATE: December 23, 2008
TIME: 9:00 a.m.
PLACE: BOR Conference Room

Voting Members Present:
Dr. Debra Cabrera, Dean of Academic Programs & Services, AC Chair
Mark Haag, Chair, L & H Dept., AC Vice Chair
Glenn D. Keaton, Chair, SMHA
Pasquana Calvo, Acting Chair, Nursing Dept.
Frank Sobolewski, Chair, SSFA Dept.
Cynthia DLGuerrero, Director, SOE
Leo Pangelinan, Director, CPS

Non-Voting Members:
Rosaline Cepeda, Director, OAR

Others Present:
Joyce Taro, Recorder
Melena Slaven, Director, RHSP
Loly Kingzio, Administrative Manager, SSFA

1) Review and Adoption of December 23, 2008 Agenda
   Under announcements: add a) Faculty Vacancies and b) PROAC Update
   Action: Agenda approved as amended.

2) Review and Adoption of the following Minutes:
   b) November 20 & 26 2008 (Tabled)
   c) December 11, 2008
   Action: Minutes of 12/11/09 was approved with minor changes.

3) Announcements
   a) Faculty Vacancies
      The faculty vacancies have yet to be filled in the Languages and Humanities Department, the Sciences, Mathematics, Health, and Athletics Department, and the Social Sciences and Fine Arts Department.
   b) PROAC Update
      Cynthia will resend PROAC update for the School of Education to the Chair, and Judy Torres will send an update for the Criminal Justice program to the Chair as well. The Nursing Department has done theirs.

4) Old Business
   a) AC Council Bylaws
   b) 2008-09 Catalog Update
      Leo showed the final copy of the catalog and the new cover. The Strategic Master Plan will be included in the catalog.

5) Department Request to Place Program(s) on Inactive Status
   a) Hemodialysis Technician Certificate of Completion (Tabled)

6) Course Guide Review
   a) Course Guide Stop Out
      i) NU 108 Nursing Assistant (Tabled)
      ii) NU 109 Hemodialysis Technician (Tabled)
   b) Course Guide Cancellation
   c) Course Guide Update
      i) ED 141 and ED 215 (Tabled)
      Eric needs to email revised Course Guides as recommended by AC for items 6.c.ii and 6.c.iii
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ii) CS 227 and CS 246 (pending Larry) (Tabled)

iii) EC 211, EC 212, MG 232, MG 233, MG 250, TS 101, TS 185 (Tabled)

iv) CJ 103, CJ 150, CJ 200, CJ 225, CJ 251, LW 106 (Tabled)

d) New Course Guide
   Eric needs to email revised Course Guides as recommended by AC.
   i) TS 103 Introduction to the Hospitality Industry (Tabled)
   ii) TS 182 Courtesy and Guest Relations (Tabled)

7) New Business
   a) Department Chairs’ Responsibilities (Advising & Registration)
      Lisa Hacskaylo was working on this with Danny Wyatt. The Chair will send to AC before the Spring 2009 registration what Lisa and Danny worked on over the break before Spring 2009 registration.

   b) Advising vs Counseling
      Leo recommended that a committee be tasked to do the academic advising workshop. Members may include faculty. It was also suggested that new students coming in declaring Liberal Arts as their major beginning in Spring 2009 will be referred to the Social Sciences and Fine Arts Chair for advising. Chrislaine Pangelinan and Leo can be included in the pool of faculty as advisors as well.

   The last day to petition to graduate is December 31, 2008.

8) Adjournment
   Meeting adjourned at 10:35 a.m.

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