Northern Marianas College
ACADEMIC COUNCIL
Minutes of April 3, 2009

DATE: April 3, 2009
TIME: 1:00 p.m.
PLACE: BOR Conference Room

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

Non-Voting Members:
Rosaline Cepeda, Director, OAR

Others Present:
Joyce Taro, Recorder

Meeting was called to order at about 1:15pm

1) Review and Adoption of April 3, 2009 Agenda
   Under announcement, added a) Show Cause Report, b) Spring Break Services
   Under old business, items removed 4c, 4g, and 4h from the agenda.
   Request to table minutes was approved.
   The agenda was adopted as amended by majority vote.

2) Review and Adoption of the following Minutes:
   b) November 20, 26 2008
   c) December 23, 2008
   d) January 5, 16, 2009
   e) March 6, 13, 20, 2009

3) Announcements
   a) Show Cause Report
      The Chair informed council members that the Show Cause Report was transmitted and that it is still confidential until WASC accepts the report.

   b) Spring Break Services
      The Chair stated that services should still be on-going for some offices.

4) Old Business
   a) AC Council Bylaws
      Mark and Larry will go through Academic Council bylaws and bring any recommendations at the next meeting.

   b) Academic Calendar
      i) Summer 2009: Schedule is final and so we can remove this item from the agenda.
      ii) Fall 2009 Schedule
         A working session to finalize the Fall 2009 Schedule was scheduled for Thursday, April 9 at 10:30 a.m.

   c) BE 110 College Life Skills (Tabled)

   d) Placement and Exit Exams (data & analysis) – SMHA
      The Chair stated that we need to pilot Acuplacer for math. Glenn stated that he will need to place the order. The Dean’s office will pay for the test and to get the account number from Joyce.

   e) Acuplacer – L&H
      Accuplacer for English is on-going now.

   f) Maximum Enrollment for Classes
      The Chair informed council that we are still waiting for the information from Roger Madriaga.

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g) Acceptable Faculty Overload
   This item was tabled until next meeting.

h) Student Evaluation of the Course
   The Chair questioned why online evaluations are being done now. She said that she will follow up with the
   administrative managers regarding this matter. It was mentioned that it may be a mid-term evaluation. It was also
   suggested that another evaluation tool be created. Glenn and Cynthia volunteered to work on creating another tool.

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

   To reactivate an inactive program, we must ensure that the program will have program level outcomes. We can’t reactivate
   a program unless there are program level outcomes.

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 215 Tabled
      ii) CS 227 Tabled
      iii) CS 246 Tabled
      iv) EC 211 Tabled
      v) EC 212 Tabled
      vi) MG 232 Tabled
      vii) MG 233 Tabled
      viii) MG 250 Tabled
      ix) CJ 200 Tabled
      x) CJ 225 Tabled
      xi) LW 106 Tabled
      xii) MA 089 Tabled
      xiii) MA 091 Tabled
   d) New Course Guide
      i) TS 103 Introduction to the Hospitality Industry (Tabled)

7) New Business
   a) COMPASS & APS (Tabled)

8) Adjournment
   Adjourned at 2:25pm

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

Approved: 04/08/10
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