

Northern Marianas College
ACADEMIC COUNCIL
Minutes of May 25, 2012

Approved 6/1/12

DATE: May 25, 2012

TIME: 9:00 a.m.

PLACE: BOR Conference Room

Voting Members Present:

Lorraine Cabrera, Acting Dean of Academic Programs & Services, Director, Adult Basic Education (ABE)

James Kline, Academic Council Vice Chair, Chair, Languages & Humanities Dept. (LH)

Roy Greenland, Acting Director, School of Education (SOE)

Thomas Sharts, Chair, Social Sciences & Fine Arts Dept. (SSFA), Acting Chair, Sciences, Mathematics, Health & Athletics Dept. (SMHA)

Rosa Tudela, Chair, Nursing Dept., Acting Chair, Business Dept.

Non-Voting Members Present:

Amanda Allen, Distance Learning Coordinator, Information Technology (IT) (Proxy)

Cynthia Deleon Guerrero, Director, Office of Admissions & Records (OAR)

Others Present:

Judy Torres, Program Coordinator/Instructor, Criminal Justice (under SSFA)

Loly Kingzio, Admin. Manager, Academic Programs & Services (APS), Recorder

Meeting called to order at 9:07 a.m.

1) Review and Adoption of May 25, 2012 Agenda

The following changes were made to the agenda:

Add under Announcements: a) march2success

Add under New Business: a) Application to School of Education b) Accuplacer Funds

The agenda was unanimously adopted with changes.

2) Review and Adoption of the following Minutes

a) April 27, 2012

Thomas moved to adopt the April 27, 2012 minutes without changes. Roy seconded the motion. Motion carried.

b) May 4, 2012 Table

3) Announcements

a) march2success: Roy announced that the U.S. army has a website (march2success.com), which students can go to and take different tests - basic math, reading, writing, and sciences - for college preparation. It is free to sign up.

4) Old Business

a) Teacher Candidacy Application (SOE) Table

5) New Business

a) Application to School of Education: The application was created in connection with the Teach Grant to ensure students are certain they want to be teachers before applying for the Teach Grant. **Thomas moved to adopt the School of Education application. Lorraine seconded the motion. Motion carried.**

b) Accuplacer Funds: NMC has to pay for the Accuplacer for the English placement test. The students are charged \$25 to take the English placement test. There is concern that there is not enough funds to pay for the Accuplacer. Cynthia mentioned that the \$25 admissions application also applies to the English placement test. Fees are not returning to the department to purchase the needed materials. James stated that each test component for Accuplacer cost approximately \$13. ***This item should be brought up at a BAFC (Budget and Finance Committee) meeting to address the needed funds.***

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6) Degree and Certificate Program Review

- a) Revisions to Individualized Degree Plans/Individualized Certificate Plans
 - i) A.A.S. in Criminal Justice IDP: Judy presented the following recommended revisions to the Criminal Justice IDP: Move CJ 225 and CJ 299 from program requirements to recommended electives. **Roy moved to approve the revised A.A.S. in Criminal Justice IDP. Rosa seconded the motion. Motion carried.**
- b) Department Request to Place Program(s) on Inactive Status: None

7) Course Guide Review

- a) Inactive Status: None
- b) Cancellations: None
- c) Modifications
 - i) BI 251 Table
 - ii) BI 252 Table
 - iii) NU 105 Table
 - iv) NU 124 Table
 - v) NU 209 Table
 - vi) CJ 200: Textbook edition. Degree and certificate requirement met by the course. Additional formatting changes. **Rosa moved to approve the revised CJ 200 course guide. Thomas seconded the motion. Motion carried.**
 - vii) CJ 206: Textbook edition. Remove statement "instructor's permission or permission of CJ program coordinator". Added lab/other under contact hours. Included math and English placement levels. Included semester when the course is offered. Additional formatting changes. **Roy moved to approve the revised CJ 206 course guide. Lorraine seconded the motion. Motion carried.**
 - viii) CJ 251: Additional formatting changes. **Thomas moved to approve the revised CJ 251 course guide. Roy seconded the motion. Motion carried.**
 - ix) RH 440: Change credits from 3 to 4. Delete RH 410 as a prerequisite. Change math placement level from MA 161 to MA 132. Additional formatting changes. **Rosa moved to approve the revised RH 440 course guide. Thomas seconded the motion. Motion carried.**
- d) New
 - i) CJ 133: There were concerns about creating and offering courses strictly for one organization. The course will not be placed in the NMC Catalog but will be created as needed and enrollment will be restricted. **Tabled until the next meeting.**
 - ii) CJ 203: **Tabled until the next meeting.**
 - iii) CJ 233: **Tabled until the next meeting.**

8) Adjournment

Meeting adjourned at 10:42 a.m. Next meeting will be on Friday, June 1, 2012, at 9:00 a.m. in the BOR Conference Room.

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