

Academic Council Meeting Minutes **August 19, 2004**

Members present: Glenn Keaton – Sciences & Math, Tony Satur – Human Performance & Athletics, Tom Colton – Languages and Humanities, Sam McPhetres – Social Sciences & Fine Arts, Larry Lee – Business, Lois Gage – Nursing and Ed Lieberman for Geri Willis – School of Education.

Members absent: None.

Staff and Faculty present: Lisa HacsKaylo, Randall Nelson and Lourdes Villazon as recorder.

Academic Council Chair Glenn Keaton called the meeting to order at 11:12 am.

1) Minutes

The August 10, 2004 minutes were accepted without changes.

2) Agenda

The August 19, 2004 agenda was accepted with changes.

3) Old Business

a) Certificate and Degree Programs

Lisa presented a list of certificate and degree programs compiled from Jack Sablan's office. OIE is requesting for each department chair to review the list to confirm the title and number of credits for programs offered by their department as well as to make any necessary deletions or additions to the list. The list does not match information published in the NMC general catalog. OIE would like a comprehensive list so that their office, OAR, and advisors can have a list to work with when gathering student data. Randall mentioned that when this list is complete, students will be asked to fill out a form declaring their major. The list will also be used when setting up ICPs and IDPs on PowerCampus.

b) Substantive change report issues

Ed is working on substantive change applications for the Related Services Technician, Special Education, and Early Childhood Education ICPs.

c) ED110 Introduction to Teaching and Participation and ED192 Observation and Participation CGs Department will resubmit with recommended changes.

d) Age of acceptable courses

The council would like to send a proposal to the Board of Regents to adopt a policy that sets a time limit on the timeframe courses could be accepted. Danny Wyatt will be asked to research Santa Rosa Community College's policy.

e) 3 semester academic year

Ed mentioned that the School of Education schedules classes from 3:30pm to meet students' needs, but now space is running out to offer all courses. May look at a 3 semester academic year. Lois stated that this system works for the Nursing department. Question came up if PELL pays for summer courses. Will ask Financial Aid office to attend next meeting.

f) CJ206 Social Values and the Criminal Justice Process CG

Not ready, will remove from agenda.

g) Natural Resource Management IDP

Item tabled.

- h) Developmental courses grading
There are no conditions set in the policy for Unofficial Withdrawals (UW). Will be discussed at the next meeting.
 - i) Continuity of courses
Sam will check with Lynda Rowe for the purpose of this topic.
- 4) Other Issues
- a) Course guide template
No new issue.
 - b) Course guide web template
Will ask Gregg McCroskey to attend next meeting.
- 5) New Business
- 6) Schedule of next meeting
The next meeting is scheduled for August 26, 2004. The meeting adjourned at 11:42 am.