

FINAL Academic Council Meeting Minutes

DATE: October 18, 2005
TIME: 1:00 pm to 2:30 pm
PLACE: Room N-5

AGENDA

- 1) Review and adoption of October 11, 2005 meeting Minutes
- 2) Review and adoption of October 18, 2005 Agenda
- 3) Old Business
 - a) WASC related issues
 - b) Course guide N:Drive and web templates
 - c) Course Guide Reviews
 - i) CJ 206 course guide
 - ii) PE 133 course guide
 - iii) PE 134 course guide
 - d) AC Procedural Rules / AC membership
 - e) IDP Reviews
 - i) Associate in Science, Major: Allied Health IDP
 - ii) Associate in Science, Laboratory Technology IDP
 - iii) Associate in Science, Professional Science IDP
 - iv) Associate in Science, Secondary Education, Science Option IDP
 - v) Associate in Science, Secondary Education, Math Option IDP
 - vi) Associate in Science, Nursing IDP
 - f) Disability Statement information
 - g) IDP / ICP format
 - i) Format for all IDPs / ICPs
 - ii) Minimum C grade for all Liberal Arts courses
 - iii) Discontinuing AA in International Business
 - iv) Difference between Completion and Achievement
 - h) Academic Dishonesty
 - i) GenEd Committee Release Form for Use of Student Work Samples
 - j) GenEd Committee Program Capstone Course
 - k) Praxis practice exams
 - l) 7-year time-limit SOE IDP (Glenn)
- 4) New Business
 - a) SO 101 course guide (Sam)
 - b) Business ICPs (Larry)
 - c) AC Annual Report (Glenn)
- 5) Other Issues
 - a) NMC Attendance Policy
- 6) Schedule of next meeting

Members present: Glenn Keaton – AC Chairperson, Sciences, Math & Tech; Brante Dashiell – School of Education; Daisy Villagomez-Bier – Counseling Programs & Services; Geri Willis – ALO WASC; Larry Lee – Business; Lisa Lunde – Human Performance & Athletics; Lois Gage – Nursing; Michael Nurmi – Languages & Humanities; Sam McPhetres – Social Sciences & Fine Arts

Member absent: Doris Aldan-Atalig – Office of Admissions and Records

Others present: Jim Wedding, Tinian Campus Administrator; Perry Conner, Business Instructor; Donna Leong-Aguon, Recorder.

The Academic Council Chairperson Glenn Keaton called the meeting to order at 1:04pm.

- 1) Review and adoption of October 11, 2005 meeting Minutes
It was moved, seconded and unanimously approved to accept the October 11, 2005 Minutes without change.
- 2) Review and adoption of October 18, 2005 Agenda
It was moved, seconded and unanimously approved to accept the October 18, 2005 Agenda without change.
- 3) Old Business
 - a) WASC related issues
Ms. Geri reported that the tentative dates for the WASC team remains at November 14-17, 2005. She also reminded the members of the need to collect materials for record purposes. Jim Wedding said he is sending his materials. Larry will also send his contribution.
 - b) Course guide N:Drive and web templates
Nothing new to report.
 - c) Course Guide Reviews
All three (CJ206, PE133 and PE134) were **tabled**.
 - d) AC Procedural Rules / AC membership
Daisy revised part of the procedural rules and will disseminate a draft for review soon.
AC membership item is complete and removed from the Agenda.

Glenn requested jumping to item 3g i) Format for all IDPs / ICPs. When this item is decided, it makes sense to back-up to item 3e) IDP Reviews. There were no objections from members.

- g i) Format for all IDPs / ICPs
Many colleges and universities have different / various definitions for Core courses and General Education courses. A handout with Glenn's draft definitions was provided to everyone. A question arose: Does

everyone need the five core courses? Daisy stated that if a student's intention is to graduate, regardless of the major, core courses should be taken. Some revisions, discussion, further revisions and decisions were made. The following recommendation will be forwarded to the Dean of Academic Programs and Services to be placed in the catalog:

Core: Those courses required for all NMC students in order to graduate with a degree. These Core courses are CO 210, EN 101 or higher, HE 150 or higher, MA 132 or higher, and SO 297.

General Education: Courses not specific to a degree but provide general knowledge that supports the program.

Program Requirements: Courses that are specific to a degree or program.

Electives: Approved courses chosen by a student that are necessary to complete the number of credits for a degree.

e) IDP Reviews

- i) Associate in Science, Major: Allied Health IDP
Discussion arose about the kinds of jobs a person with this degree could obtain. A recommendation was made to re-order the courses from lower level to higher level. **It was moved, seconded and unanimously approved to recommend the IDP for Associate in Science, Major: Allied Health with change.**
- ii) Associate in Applied Science, Major: Laboratory Technology
Discussion arose about the kinds of jobs a person with this degree could obtain. Recommendations were made to change the title of the major from Laboratory Technology to Laboratory Pre-Technology, and to re-order the courses from lower level to higher level. **It was moved, seconded and unanimously approved to recommend the IDP for Associate in Applied Science, Major: Laboratory Pre-Technology with changes.**
- iii) Associate in Science, Professional Science IDP
- iv) Associate in Science, Secondary Education, Science Option IDP
- v) Associate in Science, Secondary Education, Math Option IDP
After some discussion, Glenn will continue to work on these three IDPs for next week.
- vi) Associate in Science, Nursing IDP
After a couple of format changes, **it was moved, seconded and unanimously approved to recommend the IDP for Associate in Science in Nursing with changes.**

Because of time constraints, the members skipped down to a couple of more items.

- f) Disability Statement information
Tabled.

- g) IDP / ICP format
 - i) See above.
 - ii) Minimum C grade for all Liberal Arts courses
Daisy stated she will revise the IDP.
 - iii) Discontinuing AA in International Business
Larry said he is still waiting for a response from OAR.
 - iv) Difference between Completion and Achievement
Tabled.

- h) Academic Dishonesty - **Tabled.**

- i) GenEd Committee Release Form for Use of Student Work Samples **Tabled**
- j) GenEd Committee Program Capstone Course – **Tabled**
- k) Praxis practice exams – **Tabled**
- l) 7-year time-limit SOE IDP (Glenn) – **Tabled**

- 4) New Business
 - a) SO 101 course guide (Sam) – **Tabled**
 - b) Business ICPs (Larry) – **Tabled**
 - c) AC Annual Report (Glenn)
Glenn quickly reported that the AC’s contribution for the NMC 2005 Annual Report was due yesterday. A draft will be written up and sent to members for comments.

- 5) Other Issues
 - a) NMC Attendance Policy – **Tabled**

- 6) Schedule of next meeting
Tuesday, October 25, 2005, N-5, 1:00pm.

The Academic Council Chairperson Glenn Keaton adjourned the meeting at 2:36pm.

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