

FINAL Academic Council Meeting Minutes

DATE: April 3, 2006
TIME: 11:00 am to 12:30 pm
PLACE: Room N-5

AGENDA

- 1) Review and Adoption of March 27, 2006 Meeting Minutes
- 2) Review and Adoption of April 3, 2006 Agenda
- 3) Old Business
 - a) WASC related issues
 - b) Course Guide N:Drive and web templates
 - c) Liberal Arts IDP
 - d) AC evaluation process
 - e) Credits for experiential learning
 - f) CS 224, now CS 227, course guide review
- 4) New Business
 - a) Course guide reviews
 - i) Rehabilitative Services program (RH 101)
 - ii) SP 102
 - iii) DT 100
 - iv) CT 110
 - v) CT 112
 - vi) CT 120
 - b) Corrections: BI 285 cg, Allied Health IDP
 - c) Course guide revisions (w/out tears)
- 5) Other Issues
 - a) Public Administration degree
- 6) Schedule of next meeting

Members present: Glenn Keaton – AC Chairperson, Sciences, Math & Technology; Doris Aldan-Atalig – Office of Admissions & Records; Jeanette Villagomez – ALO; Kathy Pohl – Counseling Programs & Services; Larry Lee – Business; Lisa Lunde – Human Performance & Athletics; Lynne Curtis – Nursing; Michael Nurmi – Languages & Humanities; Michael Reber – School of Education; Roxanna Arriola – ASNMC; Sam McPhetres – Social Sciences & Fine Arts

Others present: Brante Dashiell; Eric Plinske; Lisa HacsKaylo; Donna Leong-Aguon – Recorder

The Academic Council Chair Glenn Keaton called the meeting to order at 11:10 am.

- 1) Review and Adoption of March 27, 2006 Meeting Minutes
The AC **moved, seconded and unanimously adopted the March 27, 2006 Meeting Minutes as is.**
- 2) Review and Adoption of April 3, 2006 Agenda
The AC **moved, seconded and unanimously adopted the April 3, 2006 Agenda as is.**
- 3) Old Business
 - a) WASC related issues
Michael Reber referred to his draft evaluation process of the Academic Council. He said he would forward the document to Dr. Debra Cabrera. Thank you, Michael.

- b) Course Guide N:Drive and web templates – nothing new to report
 - c) Liberal Arts IDP
Kathy explained EN202 was added as a GenEd course. Also, the double asterisks were placed on the front of the IDP next to General Education Requirements, and the back had the statement - ** A Minimum Grade of “C” is needed in order for a course to transfer to another institution. “(History)” will be added next to Social Sciences 2. Two items will be printed on the bottom and right side of the IDP: the revised (adopted) date of 4.3.06, and the effective date of Fall’06.
 - d) AC evaluation process – see 3a) above
 - e) Credits for experiential learning – **tabled**
 - f) CS 224, now CS 227, course guide review
Doris explained PowerCampus cannot have two different course titles to the same alpha number. Thus, CS 224 needed to change to CS 227.
- 4) New Business
- a) Course guide reviews
 - i) Rehabilitative Services program (RH 101)
Ms. Brante explained this course guide was in rough draft and she requested feedback from the AC. She hoped to offer RH 101 this Summer. Because WASC will not review substantive changes for several months, the Rehabilitative Services Program will not be approved soon enough. Thus, Ms. Brante wants to offer RH 101 as a seminar for three credits this Summer. It will be open to anyone in the community.

A long discussion ensued. The textbook had not arrived yet. The readability level for the prospective textbook is grade 12; other colleges use this textbook. Articles in lieu of a textbook are an alternative. The topical outline had not been written. There will be no written final examination. Ms. Brante will revise and resubmit to the AC.
 - ii) SP 102
Frank Sobolewski’s suggestions were incorporated. A question of the readability level was discussed. Michael Nurmi will revise and resubmit to the AC.
 - iii) DT 100
 - iv) CT 110
 - v) CT 112
 - vi) CT 120
These four course guides are the first of several. Glenn would like to polish them up before they are placed in NMC’s newest catalog, and eventually transferred from the Sciences, Math and Technology Department to the Community Development Institute. Larry questioned the reason for only one credit in DT 100, even though the class meets three hours per week. Glenn recalled a conversation with Jack Sablan when he was Dean of AP&S regarding VocEd’s lab hours. The Dean stressed that the hours are different

from a regular course's lab hours, and different from nursing's lab hours. VocEd students could spend eight hours a day on a project for three days a week for an entire semester. The credit hours would be excessive. Thus, lab hours for VocEd classes are different.

Kathy asked if there was an interest in VocEd classes. Glenn stated yes, but the minimum wage was a big factor in students committing themselves. Eric Plinkse informed the AC members the Legislature was addressing a bill – U.S. Apprenticeship Program.

Larry was still concerned about DT 100's one credit hour. Eric reiterated 15 contact hours equal one credit hour, and 30 lab hours equal one credit hour. Workforce Investment Agency (WIA) students and incarcerated students (convicts) are paid hourly. Michael Reber said there should be a uniform formula.

This item is **tabled** in order that the number of credits can be researched.

- b) Corrections: BI 285 cg, Allied Health IDP
Glenn explained that several weeks ago BI 270 Health Career Practicum was approved by the AC. However, that alpha number already existed in PowerCampus. He then requested BI 290 but that number was also taken. Thus, it now has the alpha number 285. The AC **moved, seconded and unanimously approved the alpha number change from BI 270 to BI 285 Health Career Practicum.** Both course guide and the Allied Health IDP need to be revised accordingly.
 - c) Course guide revisions (w/out tears)
Michael Nurmi reminded everyone that he had revised the Catalog Course Description sections for his 30 plus courses. His concern was how quickly did he need to submit the actual course guides to the AC for modifications. Glenn said to submit course guides as they become due. WASC should understand our situation: the need to provide accurate information in our newest catalog, and our intention to modify course guides as they become due.
- 5) Other Issues
- a) Public Administration degree
Eric reported he met with a University of Guam official. Criminal Justice courses were scheduled to be offered, their instructors were to come and teach. But Eric was later provided information of NMC's AA in Business and Public Administration program, and asked if it could be revived. Would it need to go through a substantive change? What does he need to do to see if there is a demand for it? Larry said majority of the courses on the IDPs are no longer being offered. Exactly why does UOG want to offer their BA here? It could also stretch out our resources here at NMC. Eric is interested in assessing the demand for a Public Administration degree. He will recruit Mark Mendiola to develop a survey.
- 6) Schedule of next meeting
Next Monday, April 10th, 11:00 am in Room N-5.
The Academic Council Chairperson Glenn Keaton adjourned the meeting at 12:35pm.
“In order to foster a better informed and cohesive college community, NMC faculty, staff and students are welcome to attend.”