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# Academic Council Meeting Minutes

Friday, September 15, 2023

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## Call to order

A regular meeting of the Academic Council was held at 9:00 a.m. in Room V-217 on Friday, September 15, 2023.

Voting members in attendance included Barbara Hunter, Beylul Solomon, Christine Inos, James Kline, Jesse Pangelinan, Johnny Aldan, Kathy Winkfield, Lisa Lunde, Mary Tabarsi Tsang, Velma Deleon Guerrero, and William Hunter.

Voting members not in attendance: Isabel Matsunaga, Kelsey McClellan, and Zerlyn Taimanao (Proxy = Lisa Lunde).

Guests: Rosa Aldan and Wilson Gaul

The meeting was called to order at 9:01 a.m.

## Adoption of Agenda and Minutes

The agenda was presented to the Council by Velma Deleon Guerrero. Beylul Solomon made a motion to adopt the agenda. The motion was adopted.

The minutes for the May 12<sup>th</sup>, 2023 meeting were presented to the Council. Johnny Aldan made a motion to adopt the minutes. The minutes were adopted.

The minutes for the September 1<sup>st</sup>, 2023 meeting were presented to the Council. The only changes made to the minutes were to remove BI 141 under *New Business B (b)xii: SMHA Science Course Guide Review General Change to "Cost to College" (4 credits to 4.5 credits)* since it was listed twice. Lisa Lunde made a motion to adopt the minutes with changes. The motion was seconded and adopted.

## Announcements

- A. Velma Deleon Guerrero asked Council members whether they would like to meet virtually for the following meeting to keep in line with previous semesters wherein meetings alternated between in-person and virtual meetings. Council members agreed to meet via Zoom for the next meeting on September 29, 2023.

## Reports

- A. None.

## Old Business

- A. Academic Council Leadership – Nominations & Votes
  - a. Velma Deleon Guerrero asked whether there was any discussion from Council members before going into nominations for leadership positions for AC. Various members

nominated Velma Deleon Guerrero, James Kline, and Jesse Pangelinan to hold the position of Chair for the Council.

- i. Jesse Pangelinan declined the nomination.
  - ii. James Kline stated that he would consider the position but said that he was concerned that he wouldn't be able to meet all the requirements of the Chair when it comes to organization and dedication. Velma Deleon Guerrero stated that if he agreed to be the Chair she would commit to helping him in the role. Beylul Solomon also agreed with her sentiment and that she would also support him in any way she could.
  - iii. Velma Deleon Guerrero explained the importance of having a full-time faculty in the role since that was a finding during one of the WASC accreditation visits. She explained that she would take on the position if no one else volunteered but added that since she was not a full-time instructional faculty she preferred to not have to take the role.
  - iv. Johnny Aldan made a motion to close the nominations for Chair. The motion was seconded and adopted.
  - v. James Kline declined the nomination for Chair. Thus members voted on the nomination for Velma Deleon Guerrero to remain as the Chair. The motion carried.
  - vi. Velma Deleon Guerrero accepted the nomination but asked to revisit this at the beginning of the Spring 2024 semester since a full-time instructional faculty should be heading the Council.
- b. Velma Deleon Guerrero asked for nominations for Vice Chair of AC. Johnny Aldan made a motion for James Kline to serve as Vice Chair. The motion was seconded and adopted.
  - c. James Kline made a motion to keep Beylul Solomon as Secretary The motion was seconded and adopted.

## **New Business**

### **A. Nursing GPA Admission Requirement**

- a. Velma Deleon Guerrero apologized again for the oversight in not discussing this agenda item at the prior meeting. She asked Council members to provide comments on the proposal and also asked Rosa Aldan whether her program was concerned about their enrollment numbers by increasing the GPA requirement to 3.0.
  - i. Rosa Aldan explained that if graduates do not pass NCLEX, they cannot be employed. In addition, she added that the Nursing Program is currently not accredited. To get accredited, they would need students to have a pass rate on the NCLEX that is higher than the national average – typically around 80%. She also gave a brief history of the nursing program and that she has had to explain to students why the program has higher pass rates (75%) compared to the institution's pass rate (70%) for classes. She stated it was because their students needed to have stronger critical thinking skills in addition to things like science, math, reading, writing, etc. to take care of their patients. Thus, she explained this is why they now have an admissions test into the Nursing Program and would like to raise the minimum GPA from 2.5 to 3.0 to build stronger cohorts so they can pass NCLEX on their first attempt. She also said that the Nursing Board is asking that the Nursing program needs to show 3 consecutive years of 80% pass rates on the NCLEX.

- ii. Mary Tsang asked whether Rosa Aldan has looked at the correlation between NCLEX passers and GPA.
  - 1. Rosa Aldan provided data showing students who passed the NCLEX on the first attempt tend to have GPAs higher than 3.0.
  - 2. Velma Deleon Guerrero suggested also including data that shows the GPA of those who did not pass the NCLEX for comparison.
- iii. Christine Inos stated that the Counseling Office is seeing more students who are not able to pass the newly implemented entrance exam into the Nursing Program. She said that might start to affect their numbers.
  - 1. Rosa Aldan responded that it is imperative for students in their program to have proficient English, Math, Reading, and Science skills.
  - 2. Mary Tsang stated that it is a positive to raise the GPA because she has seen many pre-nursing majors who struggle with English and thus it would limit their chances of passing the NCLEX.
- iv. Beylul Solomon made a motion to adopt the Nursing admission GPA requirement. The motion was seconded and adopted.
  - 1. Velma Deleon Guerrero asked where it goes next. Beylul Solomon said it needed to go to the Interim Dean of Academic Programs & Services, Lorraine Maui.

## **Course Guides and Individualized Degree Plans for Review**

### **A. Principles of Biology (BI 101)**

- a. Velma Deleon Guerrero informed the Council that she had inadvertently signed off on updates to the course guide without having the Council review the changes. She stated that Wilson Gaul was present to address any questions from the Council.
  - i. The Council made the following recommendations in addition to minor grammatical changes: add when the course is offered and any prerequisites under *Catalog Course Description*; update prerequisites from “None” to “EN 095” and “MA 132” under *Course Prerequisite* section; and update instructor salary from 4.5 credits to 5 credits under *Cost to the College* section.
  - ii. Christine Inos expressed concern that although she wants the college to have high expectations, she stated that there is a very high percentage of students who struggle with Math. She explained that this change would impact the number of students who would be ready and eligible to take the course.
    - (1) Wilson Gaul asked Council members what the previous math placement level was for the course and Velma Deleon Guerrero stated that it was Beginning Algebra (MA 091).
      - (a) Kathy Winkfield stated that it would be okay for students to have their placement level at Intermediate Algebra (MA 132) for this course rather than College Algebra (MA 161) as was originally proposed. Wilson Gaul agreed and stated he was okay to have the placement level at MA 132.
- b. James Kline made a motion to adopt the course guide for BI 101 with changes. The motion was adopted.

### **B. Personality and Human Development (PY 204)**

- a. James Kline presented the new course guide for PY 204. He stated the reason he wanted to include Human Development in the title was because of the required and recommended texts that focus on development.
  - i. Beylul Solomon stated that since there was already a course that focused on Human Development (PY 201), she suggested changing the course name to Personality Development instead. James Kline agreed with the suggestion.
- b. The Council made the following recommendations in addition to minor grammatical changes: add PY 101 and PY 102 as prerequisites; add B.S. in Business Management under *Degree or Certificate Requirements Met by Course* section.
- c. Beylul Solomon made a motion to adopt the course guide with changes. The motion was adopted.

C. Writing and Grammar I (EN 074)

- a. The proposers, Michael Nurmi and Poonsri “Lek” Algaier, were not present at the meeting thus Council members asked whether the course guide should be reviewed. Beylul Solomon suggested reviewing the course guide since it didn’t seem problematic. Velma Deleon Guerrero agreed that there was enough time for members to review the course guide for EN 074 and decide whether or not to adopt it.
- b. Velma Deleon Guerrero suggested combining all the EN 70’s level courses into one course since they always seem to have low enrollment. She asked Mary Tsang to bring this up with the Language & Humanities department to discuss combining/integrating all the courses.
- c. James Kline suggested tabling the course guide since the proposers were not present and several other Council members agreed. Thus, the course guide was tabled until the next meeting.

**Adjournment**

The meeting was adjourned at 10:20 a.m.

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Beylul Solomon

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Secretary

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Date of approval

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