

# ACADEMIC COUNCIL MEETING

October 11, 2016

12:00 PM – Conference Room, Ed Center

## MEMBERS:

Eric Reed	Brad Ramsdale
Doug Smith - absent	Barb Berg
Mary Rittenhouse	Ron Rosati
Kevin Martin	Joanna Hergenreder
Vicky Luke (recorder)	

The NCTA Academic Council Meeting was called to order at 12:05 P.M. with the above referenced in attendance.

## Minutes from the last meeting

- Minutes from the previous meeting were reviewed.

Brad Ramsdale made a motion to accept the minutes from the last meeting. Eric Reed seconded. All in favor....motion carried.

## Chemistry Course – Barb Berg

- Discussion on how the Intro to Chemistry course is progressing.
- Eric stated that it was clarified for students the difference between the instructor of the class and the on campus coach/mentor.
- When students are taking classes online, we have an on campus coach/mentor to help provide supplemental support for students.
- The question arose if the student's maturity level is capable of handling an online class.
- Classes need to be taught that fits the learning style of the students on our campus
- Jo Bek's Fundamental of Animal Biology class may be more relevant to the animal side. Brad's Plant Science class is another option.
- The consensus is that we need to be working towards face to face classes that are required for our students to receive a degree from NCTA.

## Fundamentals of Animal Biology Course – Barb Berg

- Barb would like us to keep in mind that we will need an instructor to teach this class when Jo Bek no longer teaches it.
- Would like to have science instructor on campus

## Online Course Approvals – Eric Reed

Online courses need to be reviewed and approved according to criteria outlined in our policy before being offered online.

- Advanced Composition
  - Three policies need to be removed from the syllabus and the updated syllabus sent to Academic Council members.
  - It will be brought back to the next meeting for approval.
- American History After 1877
  - Eric will hide the links to course documents and only have them in the list.

- Kevin Martin made a motion to approve American History after 1877 as an online class. Mary Rittenhouse seconded. No further discussion. All in favor.....motion carried.
- Intro to Chemistry II
  - Will need to have specific due dates for assignments and quizzes on both Intro to Chemistry I and II classes.
- Composition I was discussed at the previous Academic Council meeting met the criteria for approval and was signed off on. Joanna Hergenreder made a motion to accept Composition I as an online course. Mary Rittenhouse seconded. No discussion. All in favor.....motion carried.

**Software Productivity Course – Mary Rittenhouse**

- Mary will have Jeremy Sievers update the course syllabus and give the council access to the class on Blackboard.
- It will be brought to the next meeting for approval.

The meeting was adjourned at 12:54 pm

**Next meeting is November 8, 2016**