

COLLEGE COUNCIL
Summary of March 31, 2009 Special Meeting
Tuesday, March 31, 2009
4:00 p.m. – Room N-5

ADOPTED

1. Call to Order ~ Preliminaries

a. Roll Call

Members present:

1. Dr. Carmen Fernandez, **College Council Chair**/President
2. Dr. Debra Cabrera, Dean of Academic Programs and Services
3. Janice Tenorio, Dean of Student Services
4. Roger Madiaga, Chief Financial and Administrative Officer
5. Adrian Atalig, Director of Information Technology
6. William Castro, Director of Institutional Effectiveness
7. Mark Haag, Academic Council Vice Chair
8. Frank Sobolewski, Faculty Senate President
9. Cynthia Deleon Guerrero, Faculty Representative
10. Rik Villegas, Faculty Representative
11. Jack Kiyoshi, Staff Senate Vice President
12. Carol Hosono, Staff Representative
13. Karla Mareham, Staff Representative
14. Duane Sablan, Staff Representative
15. Ivan Mereb, Associated Students of NMC President

Members absent:

1. Felicitas (Tee) Abraham, Dean of Community Programs and Services (off-island on official college business)
2. Frankie Eliptico, Acting Director of Institutional Advancement
3. Maria Aguon, Program Coordinator – Tinian Instructional Site
4. Martin Mendiola, Program Coordinator – Rota Instructional Site
5. Jose Tudela, ASNMC Vice President
6. Barbara Merfalen, Faculty Representative
7. Joan Dubrall, Faculty Representative

Others:

1. Elena Hofschneider, Staff Senate Member
2. Becky Sablan, as recording secretary

b. Welcoming Remarks

After establishing quorum, College Council Chair – Dr. Carmen Fernandez, called the council’s special meeting to order at 4:10 p.m. on Tuesday, March 31, 2009 in the VTC Room - N-5.

2. Review & Approval of Agenda:

The agenda addresses only one item which is the “Show Cause Report” due to the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC) on April 1, 2009: Janice Tenorio moved to approve the agenda, Ivan Mereb seconded. The motion passed after a unanimous vote in favor.

3. New Business:

a. April 1, 2009 “Show Cause” Report (Due to the ACCJC of WASC on April 1, 2009)
Chair Fernandez extended her sincere appreciation to Management Team for working day and night on this report, and to Frank Sobolewski for grammatical editing, School of Education for their submission, and to support staff. She thanked everyone for helping our college get to this point.

From all the feedback that was received, not only from the Commission, and after reviewing this report, they have come to the conclusion that the work is done. And the process moving forward is to expect the visiting team’s arrival on April 20 and that our institution will have the opportunity to submit a May 31st supplemental report. We have until the month of May to solidify the work that was meant to be completed.

In reviewing the visiting team’s November Report critically, with the Management Team and others, they have concluded that much work is still needed in terms of establishing our benchmarks, and she will request for PROAC’s assistance. Also to ensure that we are able to produce the data from all programs for data analysis.

Management Team spent most of the day refining, making grammatical changes, ensuring that the documents flowed, removed redundant phrases etc.

Duane Sablan cited page 10, that an Appendix was referenced yet it was not attached. Another change recommended, was that the report references our Institutional Guide as “IE Guide” or “IEG”. Should be consistent on all pages. Reference IE Guide.

It was agreed upon after receiving numerous recommendations for grammatical and formatting changes, that the report incorporate these changes and be sent by e-mail to all members this evening for a final review and for possible action the next morning.

Members also agreed to recess at 4:59 p.m. from their special meeting and to reconvene the next morning at 9:00 in Room N-5.

Members of College Council reconvened from their March 31, 2009 Recessed Special Meeting at 9:00 a.m. on April 1, 2009 in Room N-5.

Members present:

Members present:

1. Dr. Carmen Fernandez, **College Council Chair**/President
2. Dr. Debra Cabrera, Dean of Academic Programs and Services
3. Janice Tenorio, Dean of Student Services
4. Adrian Atalig, Director of Information Technology
5. William Castro, Director of Institutional Effectiveness
6. Mark Haag, Academic Council Vice Chair
7. Frank Sobolewski, Faculty Senate President
8. Cynthia Deleon Guerrero, Faculty Representative
9. Rik Villegas, Faculty Representative
10. Carol Hosono, Staff Representative
11. Karla Mareham, Staff Representative
12. Duane Sablan, Staff Representative
13. Ivan Mereb, Associated Students of NMC President

Members absent:

1. Felicitas (Tee) Abraham, Dean of Community Programs and Services (excused: off-island on official college business)
2. Frankie Eliptico, Acting Director of Institutional Advancement
3. Maria Aguon, Program Coordinator – Tinian Instructional Site
4. Martin Mendiola, Program Coordinator – Rota Instructional Site
5. Jose Tudela, ASNMC Vice President
6. Barbara Merfalen, Faculty Representative
7. Joan Dubrall, Faculty Representative
8. Roger Madriaga, Chief Financial and Administrative Officer

Others present:

1. Elena Hofschneider, Staff Senate Member
2. Becky Sablan, as recording secretary

Soon after quorum was established, the following action was taken:

ACTION: Rik Villegas moved to accept the April 1, 2009 “Show Cause” Report subject to minor editorial corrections in style and grammar but with no changes in substance. Duane Sablan seconded the motion. The motion carried after a unanimous vote in favor.

9. Adjournment

With no further business before the council, members moved to adjourn their special meeting at 9:10 a.m.