

**College Council Meeting
Summary for Tues, June 07, 2005
Room N-5**

Members Present:

Dean Sablan, Acting Dean Villagomez, Raaj Kurapati, Jerry Smith, Glenn Keaton, Severina Ogo, Jim Wedding, Lorraine Cabrera as facilitator and Natalia Magofna as recorder.

Excused Absent: President Antonio V. Deleon Guerrero

Danny Wyatt representing Faculty Senate

NMC Staff: Elsie Halstead, Edwin Propst, and Agatha K.

Agenda adopted w/minor changes

Under Old business - moved item G, "Post Challenge Month/Charter Day Wrap up Report," up to item A.

Add under New Business – a) Set 3 of HR Policies

Adoption of Meeting Summaries

- a. Meeting of May 24, 2005 – Tabled.
- b. Meeting of May 31, 2005 – Tabled.

Meeting called to order at 1:40 p.m.

Old Business:

a. **Post College Month/Charter Day Wrap up Report** – Edwin Propst passed out to the members of the College Council the 2005 NMC Charter Day Committee Report along with the Revenue and Expenditures Summary. He said that President Guerrero wants next years Charter Day, which will be the 25th year, to be a bigger event. To make this possible, Raaj added that the college contribution has to be doubled compared to this year, which was \$4,000.

b. **Workloads and Compensation Update** - Wyatt provided a handout on the Workload/Overload Ad Hoc Committee Recommendations. He said that the recommendations have not passed the faculty.

Dean Jack Sablan recommended that each College Council members announce what they have to consider or comment on this item and to be discussed at the next meeting.

c. **Permanent Staff Employment Contract** – Lorraine informed CC members of the staff assembly meeting scheduled on June 10th to discuss and vote on the draft permanent contract and the workload compensation form.

d. **Comprehensive 360 Evaluation** - Elsie Halstead said Comprehensive 360 Evaluation is more of a bottom up according to the last two meetings. She mentioned that the President wanted the community to come in and rate the different NMC departments. Further discussion on this item to be discussed at the next meeting.

e. **Implementation of Employee Appraisal System** - Elsie Halstead said HR will be conducting an orientation/training in Tinian and Rota campuses on late July or August.

f. **Strategic Master Plan Committee** - Raaj mentioned that the President met with the committee. He stated that the committee is still short on members.

g. **PBEC Update** - Raaj said NMC is waiting for a large reimbursement from PELL, an approximate amount of \$110,000.

h. **HR Policies Set 1&2** - Elsie Halstead said that she has not received any feedbacks from the CC members on set 1 & 2 of the HR policies. Dean Sablan asked the CC members to review set 1 & 2 of the HR Policies, send comments to HR before the next meeting.

i. **Pell Grant Progress Report** - Jeannette Villagomez said that NMC is still waiting on Pell. She said 260 students are still pending with some documents. 45% of the reimbursement will be refunded to the students while the remaining will go to the bookstore.

New Business:

a. **Set 3 of HR Policies** – Elsie provided hard copies of set 3 to the members. She asked the College Council members to review and provide comments at the next CC meeting.

Miscellaneous:

a. **Professional Tip** – Lorraine gave her professional tip on “Setting Priorities” taken from www.dkeener.com

Next facilitator is Jeanette V.

Meeting adjourned at 2:40 p.m.