



PROAC

PLANNING, PROGRAM REVIEW AND OUTCOMES ASSESSMENT COMMITTEE A Standing Committee of the College Council

Wednesday, June 2, 2010, 8:30 a. m. to 10:00 a. m.
N5, As Terlaje Campus

Minutes of Regular Meeting

I. CALL TO ORDER

The meeting was called to quorum at approximately 8:41AM by Galvin Deleon Guerrero. Program Coordinators Ray Muna and Keane Palacios served as recorders.

II. ROLL CALL/ATTENDANCE

Quorum was established. Please refer to the attendance sheet.

III. ADMINISTRATIVE MATTERS

IV. ADOPTION OF MINUTES

A. May 19, 2010 Regular Meeting Minutes

1. Dewayne moved and Jim seconded to adopt the May 19, 2010 Regular Meeting Minutes.
2. Galvin stated that he wants to attach the work of Dr. Griffin from his previous presentation to all PROAC minutes.
3. All in favor to adopt the May 19, 2010 Regular Minutes.

V. OLD BUSINESS

A. Book Discussion: Core Indicators of Effectiveness for Community Colleges, 3rd Edition, Core Indicator Four (Student Success Survey) by Alfred, Shults, and Seybert (to be facilitated by Skep Palacios)

1. Skep stated this section mentioned the expectations and data collected after graduation.
 - i. Institutions should collect data to meet the expectations of the students.

2. Skep stated that the author of the book talks about retention data.
 - i. The bottom line is how students feel about the services provided to them.
3. Galvin stated that this Core Indicator focuses on quantitative data.
 - i. Focus groups perfectly fit with this type of data.
4. Lisa stated that on pg. 20, students have been telling us the same thing and that this is great information for programs that are working with students directly.
5. Galvin stated that NMC does track this type of information
6. Galvin assigned *Core Indicator 5: Success in Subsequent and Related Course Work* to Nicholas Sablan.

B. Cycle 2 of Program Review—Records of Dialogue update

1. Perry stated that OIA was the program that provided an update to the Record of Dialogue.

C. Cycle 3 of Program Review—update

1. Ray stated that most programs have been doing well with compliance of Column 3 and there are still a few programs who have to submit their Column 3.
2. Galvin extended the deadline to have all programs submit their Columns 4 and 5 on June 11, 2010.
3. Dr. Griffin stated that it may be a problem because there are no instructors on campus.
4. Galvin stated that if we wait until the faculty arrive then they might be busy with the new school year and Form 2's will be also due as they arrive.

D. FY 2011 Prioritizing Budget

1. Galvin stated that after this meeting, there will be a joint BAFC and College Council Meeting.

VI. NEW BUSINESS

A. ABE's Form II submission

1. Galvin stated to new members of PROAC that we review Form II's of each program and "kick" it back to the program if they fall below PROAC's minimum qualifications.

2. Galvin stated that in the back of the Form II's are recommendations that go straight to BAFC to either get accepted or rejected
3. Martin recommended to PROAC to have a representative of ABE attend PROAC for next week's PROAC Meeting.
 - i. This is partly due to PROAC and ABE to have a one on one discussion on ABE's Form II.
4. Galvin agreed and tabled this to next week's PROAC Meeting.

B. Employee Compliance with Program Review

1. Galvin tasked Perry to check with Human Resources on the Employee Compliance.

C. FY 2011 Prioritizing Budget

VII. OTHER MATTERS

A. Accreditation Update

1. Galvin stated he will be in San Francisco to get an update on the most recent WASC Visit.

VIII. ADJOURNMENT

The meeting was adjourned at 9:20 AM.

Regular Meeting/Work Session

Date: 06/02/10 **Day:** Wednesday **Time:**
8:30AM to 10:00AM **Place:** N5

SIGN-IN SHEET

	NAME	TITLE	SIGN/INITIAL
1.	Galvin Guerrero	Director of Institutional Effectiveness (PROAC Chair)	PRESENT
2.	Daniel Kintol	Student (Appointed by ASNMC)/ASNMC Vice President	
3.	Lorraine Cabrera	Interim NMC President	
4.	Barbara Merfalen	Dean of Academic Programs and Services	PRESENT
5.	Leo Pangelinan	Dean, Student Services	PRESENT
6.	Felicitas Abraham	Dean, Community Programs and Services	
7.	Henry Hofschneider	Chief Financial and Administrative Officer	Skep Palacios served as a proxy.
8.	Jennifer Barcinas/ Martin Mendiola	Staff Representative, Rota Instructional Site	Dwayne Maratita served as a proxy.
9.	Maria Aguon/ Rose Lazarro	Staff Representative, Tinian Instructional Site	PRESENT
10.		Faculty Representative, School of Education	
11.	Marian Tudela	Vice President of the Faculty Senate/ <i>Permanent Proxy</i>	
12.	Dr. John Griffin	Faculty Member (Appointed by Faculty Senate)	PRESENT
13.	Dean Papadopoulus	Faculty Member (Appointed by Faculty Senate)	
14.	Eric Johnson	Faculty Member (Appointed by Faculty Senate)	Nicolas Sablan served as a proxy
15.	James Kline	Faculty Representative, Academic Council	PRESENT
16.	Randall Nelson	President of the Staff Senate	
OTHERS PRESENT			
	Keane Palacios	Program Coordinator, OIE	PRESENT
	Perry Inos	Program Coordinator, OIE	PRESENT
	Lisa Hacskaylo	Institutional Researcher, OIE	PRESENT

	Ray Mafnas Muna	Program Coordinator, OIE	PRESENT
	Dora Ada	Administrative Assistant, OIE	PRESENT