



## PROAC

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

Wednesday, February 3, 2010, 8:30 a. m. to 10:00 a. m.  
Rm, N-5, As Terlaje Campus

#### **MINUTES of Regular Meeting**

#### I. CALL TO ORDER

This meeting was called to order at approximately 8:37AM 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 attached attendance sheet.

#### III. ADMINISTRATIVE MATTERS

#### IV. ADOPTION OF MINUTES

##### A. January 27, 2010 Regular Meeting Minutes

1. Moved by Barbara and seconded by Dean to adopt January 27, 2010 minutes.
2. All in favor to adopt January 27, 2010 Minutes.

#### V. OLD BUSINESS

##### A. Book Discussion: Core Indicators of Effectiveness for Community Colleges, 3<sup>rd</sup> Edition by Alfred, Shults, and Seybert (to be facilitated by Leo Pangelinan and Marian Tudela)

1. Galvin gave the floor to Marian for her presentation on Chapter One.
2. Marian began by stating, "this is beyond our Commonwealth."
  - i. The changing markets of students have needs and expectations for quality service.
3. Marian stated that we are all learning from our mistakes.

- i. There are a lot of campuses that you can get a degree without stepping into a classroom.
  - ii. People have degrees also from online universities.
  - iii. We need to assess ourselves by meeting the demand regionally and globally.
  - iv. We need to assess ourselves to make ourselves better.
4. Marian stated that we put markets on hold on Tinian and Rota.
  - i. Adult learners would love to go back to school and but cannot afford online universities.
  - ii. Can NMC put back classes on Tinian and Rota? This is an example on how we need to grade ourselves first before we advertise to the world about NMC.
5. Marian stated that in campus everyone has a laptop.
  - i. Technology is used to teach in classrooms and even in workshops.
  - ii. Technology is tattooed into our behaviors and without it we are lost.
6. Marian stated that Accreditation gets personal because we want our programs to be the best and we need to love learning in order to grow professionally.
7. Marian stated that NMC represents an emerging of network.
  - i. We are networked all over.
  - ii. We also need to work with other agencies to become a better institution.
  - iii. If we do not network then we might not succeed as an institution.
8. Lisa commented on Marian's presentation on technology and how it is the future of NMC.

9. Barbara commented on Marian's presentation that it all starts with us here in NMC.
  10. Galvin commented that there is a huge difference between what is needed and what the community and students want?
    - i. For instance, there is a need for accountants but people on island would rather be something else and preferably something that they want.
  11. Galvin assigned Tee for Chapter II for next week's session and Jim Kline for the following week.
- A. Records of Dialogue for Cycle 2 of Program Review—update
- Perry stated that the ball is rolling and people are already working on it.
- B. SENSE Workshop: April 11—13, 2010—update
1. Talking SENSE Newsletter (January 2010, Volume 2, Issue 3)
    - Galvin stated that it's a great tool to use for reference
    - Lisa commented that its readable and also great for reference
    - Dean stated that the *Talking Sense* Newsletter identifies certain areas of the college and will disentangle some issues the college is facing.
- C. Cycle 3 Program Review
1. Program Outcomes Review
    - Galvin reminded everyone that the deadline will be on the last Wednesday of the month.
    - Galvin reminded to members of PROAC that we are doing FORM I.
  2. Criteria for Assessing Outcomes (Column 3 in the Nichols and Nichols model)
  3. TracDat—Update
    - Keane updated everyone that he trained 40 programs and for third cycle he will take responsibility in inputting Columns II and II and when Columns IV comes around it will be programs to turn it in. This will continue with Column V

- Galvin reminded everyone that we are spending \$20,000 a year on TRAC DAT and it's very reliable. Reports can be made within seconds. Galvin strongly encouraged that everyone should be familiar with TRAC DAT.

#### D. Additional Personnel Requests for FY 2011

- Frankie stated that OIA has limited staff. There are three full time members and one limited term appointee. This position is much needed because OIA does all the fundraisers and marketing needs of the college.
- Dean suggested that what Matt Cabrera does is really important for the college. OIA has done excellent work in the college and the college has been facing negative press and the only way to fight that off is for this position.
- Bobbi stated that we need that position because his position is of great assistance in School of Education.
- Frankie also stated that they have not really focused in tracking down students.
- Galvin stated that ¼ of students enrolled are fresh off from high school.
- Dean asked why do we have to put our names?
- Galvin answered that it will be confidential and only to Galvin's eyes.
- Galvin stated he might call for a special meeting of PROAC on February 8, 2010

#### VI. NEW BUSINESS

#### VII. OTHER MATTERS

##### A. Accreditation Update

##### 1. Commission Actions

- Galvin stated that we have not heard anything from ACCJC.
- Galvin stated that Dr. Beno's concerns translate to Commission Actions.
- Galvin stated that NMC might be smooth sailing from here on.

## 2. Substantive Change Applications

- Galvin stated ACCJC meets this month and it is looking really good.
- Galvin stated that Melena Slaven is meeting with them.

## 3. Training and Professional Development

- Galvin assigned Ray to print out an email from Barbara Wright.
- Galvin stated that he recommends that he, Dr. Moran and Leo Pangelinan goes to the next WASC Retreat on February 25 & 26, 2010.
- Maria recommended that a member of SOE would go
- Galvin agreed to that.
- Marian Tudela recommended that the Dean of Compass goes.
- Bobbi agreed to Maria's request and a member of SOE should go and will bring this back to SOE.

## VIII. ADJOURNMENT

- Adjourned at 9:40AM

**PROAC  
Regular Meeting/Work Session**

**Date: 02/3/10                      Day: Wednesday                      Time:  
8:30AM to 10:00AM                      Place: N5**

**SIGN-IN SHEET**

	NAME	TITLE	SIGN/INITIAL
1.	<b>Galvin Guerrero</b>	Director of Institutional Effectiveness (PROAC Chair)	
2.	<b>Daniel Kintol</b>	Student (Appointed by ASNMC)/ASNMC Vice President	
3.	<b>Lorraine Cabrera</b>	Interim NMC President	
4.	<b>Dr. Patrick Moran</b>	Acting, Dean of Academic Programs and Services	
5.	<b>Leo Pangelinan</b>	Dean, Student Services	
6.	<b>Felicitas Abraham</b>	Dean, Community Programs and Services	

