Minutes of Regular Meeting

I. CALL TO ORDER
This meeting was called to quorum at approximately 8:45AM by Galvin Guerrero. Program Managers, Perry Inos and Keane Palacios, served as recorders.

II. ROLL CALL/ATTENDANCE
Quorum was established. Please refer to the attached attendance sheet.

III. ADMINISTRATIVE MATTERS
1. Randal asked OIE to find who is designated for Records of Dialogue for the compliance matrix.

IV. ADOPTION OF MINUTES
A. July 28, 2010 Regular Meeting Minutes
   i. **Moved by Dr. John G. and seconded by Barbara M.**
      ii. **Motion carries**

V. OLD BUSINESS
A. Book Discussion: Core Indicators of Effectiveness for Community Colleges, 3rd Edition by Alfred, Shults, and Seybert (to be facilitated by Barbara Meralen)
   a. Core 6 is what NMC is already doing.
      i. Frequency of data collection
         1. Beginning and End of grading period
      ii. Recommendation method
         1. It is instructors determination to determine program outcomes
2. Course to course bases is determined by the department
   iii. Ultimate goal is how we are preparing the students for life after college.

B. Cycle 2 of Program Review—Records of Dialogue update
   i. Perry Stated that 78% have submitted.
      o Continue discussion to address Records of Dialogue recommendations to PROAC

C. Cycle 3 of Program Review—update
   i. Galvin stated that columns 4 & 5 have been slow in submission and OIE Delta Force had compliance visits with the following findings:
      a. Group A&B
         i. Workload
         ii. Training
         iii. Turn-over
      b. Group C
         i. Leadership
         ii. Workload
         iii. High turn-over
         iv. Training
      c. Group D
         i. Leadership
         ii. High turn-over
   ii. MOTION:
      a. To communicate PROAC’s concerns to MGT and CC to how high turnover rates, constituency, continuity, and completion of deliverables be addressed.
      b. Motion Carries
   iii. Galvin will email postponement deadline to Campus Community

VI. NEW BUSINESS
A. PROAC prioritizing FY2011 Budgets Presentation by: Galvin (Chair)

   ii. Programs Rank outcomes
       o Value-driven
          A. What outcomes are most important for our program?
       o Need-driven
          A. Which outcomes need more attention in this next cycle?
       o Performance-driven
          A. Which outcomes we successfully achieve and want to spur on with additional resources

   iii. Programs rank respective budget items
       o Ranking matrix
          A. Value
          B. Need
          C. Performance

   iv. Programs score respective budget items
       o Scoring Matrix
          A. Budget items with the highest scores rank highest

   v. Programs must take ownership of the decision

VII. OTHER MATTERS
    A. Accreditation Update

VIII. ADJOURNMENT
    • The meeting was adjourned at 10:11AM
## PROAC

**Regular Meeting/Work Session**

**Date:** 08/04/10  \hspace{2cm} **Day:** Wednesday  \hspace{2cm} **Time:** 8:30AM to 10:00AM  \hspace{2cm} **Place:** N-5

### SIGN-IN SHEET

<table>
<thead>
<tr>
<th></th>
<th>NAME</th>
<th>TITLE</th>
<th>SIGN/INITIAL</th>
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<tbody>
<tr>
<td>1</td>
<td>Galvin Guerrero</td>
<td>Director of Institutional Effectiveness (PROAC Chair)</td>
<td>PRESENT</td>
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<tr>
<td>2</td>
<td>Daniel Kintol</td>
<td>Student/ASNMC Vice President/Acting ASNMC President</td>
<td>PRESENT</td>
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<td>3</td>
<td>Lorraine Cabrera</td>
<td>Interim NMC President</td>
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<td>4</td>
<td>Barbara Merfalen</td>
<td>Dean, Academic Programs and Services</td>
<td>PRESENT</td>
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<td>5</td>
<td>Leo Pangelinan</td>
<td>Dean, Student Services</td>
<td>PRESENT</td>
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<td>6</td>
<td>Ross Manglona</td>
<td>Acting Dean, Community Programs and Services</td>
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<td>7</td>
<td>Henry Hofschneider</td>
<td>Chief Financial and Administrative Officer</td>
<td>PRESENT (represented by Skep Palacios)</td>
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<td>8</td>
<td>Jennifer Barc alas/Martin Mendiola</td>
<td>Staff Representative, Rota Instructional Site</td>
<td>PRESENT</td>
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<td>9</td>
<td>Maria Aguon/Rose Lazarro</td>
<td>Staff Representative, Tinian Instructional Site</td>
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<td>10</td>
<td>Marian Tudela</td>
<td>Faculty Representative, School of Education</td>
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<tr>
<td>11</td>
<td>Dean Papadopoulos</td>
<td>Faculty Member (Appointed by Faculty Senate)</td>
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<td>12</td>
<td>Dr. John Griffin</td>
<td>Faculty Member (Appointed by Faculty Senate)</td>
<td>PRESENT</td>
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<td>13</td>
<td>Eric Johnson</td>
<td>Faculty Member (Appointed by Faculty Senate)</td>
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<td>14</td>
<td>James Kline</td>
<td>Faculty Representative, Academic Council</td>
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<td>15</td>
<td>Randall Nelson</td>
<td>Vice President of Staff Senate</td>
<td>PRESENT</td>
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<td>16</td>
<td>Keane Palacios</td>
<td>Program Coordinator, OIE</td>
<td>PRESENT</td>
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<td>17</td>
<td>Perry Inos</td>
<td>Program Coordinator, OIE</td>
<td>PRESENT</td>
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<td>18</td>
<td>Lisa Hacskaylo</td>
<td>Institutional Researcher, OIE</td>
<td>PRESENT</td>
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### OTHERS PRESENT

- Keane Palacios
- Perry Inos
- Lisa Hacskaylo
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<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Nelly Saturno</td>
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<tr>
<td>Ray Mafnas Muna</td>
<td>Program Coordinator, OIE</td>
<td>PRESENT</td>
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<td>Ed Camacho</td>
<td>CJ, SSFA</td>
<td>PRESENT</td>
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<tr>
<td>Amanda Allen</td>
<td>IT/DLC</td>
<td>PRESENT</td>
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