



PROAC

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

Friday, February 11, 2011, 10:00 a. m. to 11:00 a. m.
Rm, N-5, As Terlaje Campus

Minutes of Regular Meeting

I. CALL TO ORDER

Quorum was established at 10:12AM

II. ROLL CALL/ATTENDANCE

Quorum was established. Attendance sheet attached.

III. ADMINISTRATIVE MATTERS

IV. ADOPTION OF MINUTES

A. February 4, 2011 Regular Meeting Minutes

- **Moved by Dr. Griffin to adopt and seconded by Dr. Joe Peters**
- Correction on attendance
 - Dave Attao stated that he was present.
 - Rose stated that she was present.
- **Motion carries**

V. OLD BUSINESS

A. Cycle 3 of Program Review

- Records of Dialogue
 - Randall: Have deadlines sent out with the Records of Dialogue form and as Word versions
 - Records of Dialogue will start in the 2nd Quarter and will follow a fiscal calendar
 - Records of Dialogue will be mailed to PROAC and OIE will provide a matrix of submissions

B. Cycle 4 of Program Review

- Programs
 - ✓ Developmental Math Courses: Lyte Chapap
 - Galvin and Lyte discussed the intent of PROAC to move NDU_Math to Academics
 - Lyte agreed that NDU should be placed under Academic Programs
 - **Moved by Dr. John Griffin to move Developmental Math to Academics in terms of program review and reporting, seconded by Randall Nelson**
 - **Motion carries**
 - ✓ Adult Basic Education (ABE): Velma Mafnas
 - Velma asked what the purpose is for PROAC wanting ABE to be placed under Academic programs?
 - Galvin answered that ABE functions more like an academic program.
 - Velma asked if the switch if the switch is inevitable, then will ABE be able to provide SLO's rather than PLO's because ABE's outcomes seem fine.
 - Galvin stated that Velma's explanation is why ABE should be placed under Academic Programs
 - Lisa will work with Velma to discuss what is expected from Academic programs in terms of reporting
 - Tabled to next meeting
 - ✓ Learning in Communities (LinC)
 - Galvin: where does LinC belong in the taxonomy
 - Leo stated LinC is structuring on what we have. It is centered on enhancing student learning.
 - Geri Willis will be invited to the next meeting
- Form 2 Committee—Update

- Galvin asked how can we change Form II and how can PROAC assist programs to have dialogue?
- Randall: got to Academic Council to speak to them about Form 2 reporting
- Galvin asked about the Committee's timeline on updating the Form 2s and Randall responded that we might need 4 more weeks to review the forms
- Draft Program Review Calendar
 - Accentuate the difference between Form 2 deadlines
 - Galvin discussed on the Program Review Calendar document.
 - Galvin stated that Form II's will be turned in every other year but everyone will turn in Form I every year.
 - **Dr. John Griffin moved to adopt and seconded by Dave Attao**
 - **Motion Carries**
- Recommendations from 2010 Composite Report
 - November 15th will be the deadline for the 2011 Composite Report
 - 5 months to complete: Composite Report, Planning Summit, and the Budget

C. Linking Program Review to FY 2012 Budgeting and Resource Allocation
(Refer to NACUBO article, "Keeping Programs and Resources in Sync" by Victoria F. Payseur)

- Tabled to next week and on top of the agenda

VI. OTHER MATTERS

VII. *What impact did today's dialogue and/or work have on student learning?*

VIII. ADJOURNMENT

Meeting was adjourned at 11:20AM

PROAC

Regular Meeting/Work Session

Date: 02/11/11

Day: Friday

Time: 10:00AM to 11:00AM

Place: N5

ATTENDANCE SHEET

	NAME	TITLE	SIGN/INITIAL
1.	Galvin Guerrero	Director of Institutional Effectiveness (PROAC Chair)	PRESENT
2.	Antonio Tiples (<i>Kathleen Lamorena served as a proxy</i>)	Student (Appointed by ASNMC)/ASNMC Vice President	PRESENT
3.	Lorraine Cabrera	Interim NMC President	
4.	Barbara Merfalen (<i>Joe Peters served as a proxy</i>)	Dean of Academic Programs and Services	PRESENT
5.	Leo Pangelinan	Dean, Student Services	PRESENT
6.	Dave Attao	Acting Dean, Community Programs and Services	PRESENT
7.	Dawn Chrystal Revilla	Acting, Chief Financial and Administrative Officer	PRESENT
8.	Jennifer Barcinas/ Martin Mendiola	Staff Representative, Rota Instructional Site	PRESENT
9.	Maria Aguon/ Rose Lazarro	Staff Representative, Tinian Instructional Site	PRESENT
10.	John Jenkins	Faculty Representative, School of Education	PRESENT
11.	Dr. John Griffin	Vice President of the Faculty Senate	PRESENT
12.		Faculty Member (Appointed by Faculty Senate)	
13.	Dr. Eric Belky	Faculty Member (Appointed by Faculty Senate)	
14.	Matt Pastula	Faculty Member (Appointed by Faculty Senate)	PRESENT
15.	James Kline	Faculty Representative, Academic Council	
16.	Randall Nelson	President of the Staff Senate	PRESENT
OTHERS PRESENT			
	Keane Palacios	Program Coordinator, OIE	PRESENT
	Ray Mafnas Muna	Program Coordinator, OIE	PRESENT
	Lisa Hacskaylo	Institutional Researcher, OIE	PRESENT

	Lyte Chapap	Office of the President	PRESENT
	Amanda Allen	SMAH	PRESENT
	Martin Mendiola	NMC Rota	PRESENT
	Velma Mafnas	ABE	PRESENT