



PROAC

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

Friday, March 25, 2011, 10:00 a. m. to 11:00 a. m.
Rm, N-5, As Terlaje Campus

Minutes of Regular Meeting

I. CALL TO ORDER

The meeting is called to order at 10:12AM. Keane Palacios and Ray Muna served as recorders.

II. ROLL CALL/ATTENDANCE

III. ADMINISTRATIVE MATTERS

IV. ADOPTION OF MINUTES

A. March 18, 2011 Regular Meeting Minutes

- **Moved by Dr. Griffin and seconded by Joe Peters**
- **All in favor to adopt the minutes.**

V. OLD BUSINESS

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

- Galvin met with DC and stated there is a game plan to pursue with this item.
- Galvin stated that a timeline will be sent out next week to PROAC and BAFC to get this item accomplished.
- Galvin stated that we hope to have this draft approved by next month.
- Have something by April 8th
- Galvin stated that thorough discussion will take place next week

- Martin Mendiola is concerned on how to allocate funds to programs that do not get a good “grade?”
- Galvin stated that PROAC will make that decision based on five criteria.
- Randall is concerned because this may seem like a biased system.
- Galvin stated PROAC has done this before with prioritization.
- Galvin stated that this system is not perfect and there will be accusations that this system is biased.
- Martin is concerned as to if he gets “zeros” across the board then does his program’s funds decrease or is maintained?
- Galvin stated that a “zero” translates to no change of funds.
- Galvin stated that each program will fill out their Drake form.
- Amanda asked if this model is a justification of existence?
- Galvin answered yes.
- Galvin stated that are making recommendations on a possibly where to cut and the Board of Regents will make that decision.

B. Cycle 4 of Program Review

- **Compliance Matrix—Update**
 - Keane stated that there is no change and starting next week he will call on programs for training
 - Last training dates show that all programs should have a follow-up training
 - Galvin stated that there will be an update on Record of Dialogue completion rate
- **Form 2 Committee—Update**
 - Randall stated that they met last week.
 - Galvin stated that every year we have to provide reports to WASC both to ACCJC and ACCSC.
 - Randall stated that there is a portion of direct and indirect evidence and is asking what indirect evidence means.
 - Some programs don’t understand what types of evidence fall under each

- Galvin stated that we need to contact WASC on what direct evidence and indirect evidence means.
 - Lisa answered that indirect evidence is evidence that is derived from other programs.
 - How they pick the evidence could be fuzzy, but it shouldn't be the case for what they pick
 - Galvin stated that the whole point of assessment is for improvement.
 - Randall stated that Form II is going to get "massive."
 - Randall suggested having all data be moved to a "Form III."
 - Galvin disagreed; he stated that programs are in charge of their assessment of data and it's up to PROAC to judge whether or not a program's data is effective.
- Adding programs/bodies/offices back on to the Form 1 compliance matrix
 - Recommendations from 2010 Composite Report

VI. NEW BUSINESS

A. Recommendations from the Governance Review Task Force

VII. OTHER MATTERS

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

IX. ADJOURNMENT

Meeting was adjourned at 10:44AM.

PROAC

Regular Meeting/Work Session

Date: 03/25/11

Day: Friday

Time: 10:00AM to 11:00AM

Place: D1

ATTENDANCE SHEET

	NAME	TITLE	SIGN/INITIAL
1.	Galvin Guerrero	Director of Institutional Effectiveness (PROAC Chair)	PRESENT
2.	Antonio Tiples	Student (Appointed by ASNMC)/ASNMC Vice President	
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	PRESENT
16.	Randall Nelson	Vice President of the Staff Senate	PRESENT
OTHERS PRESENT			
	Keane Palacios	PM, OIE	PRESENT
	Ray Mafnas Muna	PC, OIE	PRESENT
	Lisa Hacskaylo	IR, OIE	PRESENT

	Amanda Allen	IT Dept.	PRESENT
	Joanne Sablan	Admin. Manager, CDI	PRESENT
	Ivy Ealy	Accountant, Finance Office	PRESENT