PROAC Meeting 03/06/2009

- Do/should Rota and Tinian go through the process of program review?
  - Rota and Tinian: they do everything that NMC Saipan does
  - Rota and Tinian to be included in the NMC Taxonomy as separate entities
  - Adrian Atalig: we want to make sure all programs and services are reviewed, the question is where do they fit?
    - Dr. Cabrera: inclusion of Rota and Tinian sites
      - Will help in the completion of the TR1 and TR2
      - Demonstrate that NMC went through the first 3 steps of the 2nd cycle with the inclusion of Rota and Tinian and recognize that there are unique functions of the two separate sites

- Terms related to enrollment and reporting (Lisa Hacskaylo)
  - Related to student achievement data
  - Is there another way to access these terms: PROAC E Portfolio in Moodle?
  - Adopted 03/06/09

- Status update on Student Achievement Data
  - How to use this information for program review and to improve programs?

- Program Review Success Criteria
  - Adopted 03/06/09 with the participation of Tinian and Rota

- Program Review Memo 1 Submissions
  - We need to generate a rubric for the composition of Memo 1s

- Planning work session: PROA SP and Ops Plan
  - Getting familiar with the Ops Plan/Strategic Plan
  - March 10 workshop at 3PM

- Concern over Memo 2 deadline
  - We need to stay on course in the 2nd cycle

- Review and rate Dec 11 updates with rubric and each should go back to the team and say: “As a body we’ve determined the following” and each group should
debrief each other for 30 minutes and come up with a summary narrative of what we believe to be the aggregate findings, the overall summation of those findings
  o 3-5 examples of how the results lead to the Ops Plan and the strategic plan
  o Look at results, review, and talk of how it will and should affect planning going forward
• Dr. Cabrera: move Memo 2 deadline
  o We don’t have to rush if it is an artificial deadline
• Wil: wrestling with student achievement data and between now and the Memo 2 deadline that shows that we are increasing research capacity by having concurrent training and workshops to best use data (longitudinal).
• Calendar
  o March 12th rubric for Memo 1 will be done
    ▪ Get feedback March 16-20th
  o March 13th accept the results of the assessment of cycle 1
  o Evaluate
• Take rubric for memos back to team and discuss and compare submissions against the rubric
• Apply what was learned to the following cycles