NORTHERN MARIANAS COLLEGE
PROGRESS REPORT

October 15, 2007

Submitted to:
Accrediting Commission for Community and Junior Colleges
and the
Accrediting Commission for Senior Colleges and Universities
Western Association of Schools and Colleges

Northern Marianas College
P. O. Box 501250
Saipan, MP 96950
Tel. (670) 234-5498
# TABLE OF CONTENTS

I. Statement on Progress Report Preparation ................................................................. 1

II. Responses to the Requests of ACCJC Action Letter .................................................. 2
    A. Eligibility Requirement #5 .................................................................................. 6
    B. Commission Recommendation 1 .......................................................................... 11
    C. Commission Recommendation 2 .......................................................................... 12
    D. Team Recommendations
       Team Recommendation 1 .................................................................................. 17
       Team Recommendation 2 .................................................................................... 21
       Team Recommendation 3 .................................................................................... 24
       Team Recommendation 4 .................................................................................... 27
       Team Recommendation 5 .................................................................................... 29

III. Responses to the Requests of ACSCU Action Letter ................................................. 33
    A. School of Education Faculty Workload ................................................................ 34
    B. Director of School of Education Position .............................................................. 34
    C. Relationship with the Public School System ......................................................... 35
    D. President Fernandez' Relationship with the Public School System ..................... 35
    E. B.S. in Elementary Education Enrollment .............................................................. 35

IV. Appendices
    D 1:1 Student Learning Outcomes
       Comprehensive Implementation Program (SLOCIP) ............................................. 37
    D 2:1 PROAC Memo 1 Example ............................................................................. 44
    D 2:2 Academic Council Course Assessment Memo 1 Template .......................... 46

V. NMC Online Resources
    Resource 1: 2007 NMC Organizational Chart .......................................................... 37
    Resource 2: Appointment Memo and Priority Initiatives .......................................... 38
    Resource 3: Budget Call Memo and Timeline ............................................................ 38
    Resource 4: PROAC Appointment Memo, Assessment Taxonomy and Cycle ......... 39
    Resource 5: PROAC Assessment Monitoring Matrix (Compliance) ....................... 39
    Resource 6: Academic Council Procedures for Determining Inactive Status and for Reactivating Inactive Academic Programs ......................................................... 40
    Resource 7: Assessment Report for Mathematics .................................................... 41
    Resource 8: Languages and Humanities Department Assessment Activities Summary .......................................................... 42
    Resource 9: Tourism Program Advisory Council .................................................... 42
    Resource 10: Strategic Workforce Action Team (SWAT) ........................................ 43
Resource 11: College Council Bylaws
Resource 12: Academic Council Bylaws
Resource 13: Ten Questions for Course Assessment for Adjunct Instructors
Resource 14: Video-teleconferencing (VTC) Logs
Resource 15: Workforce Development Summit Presentation
Resource 16: Graduation Rates
Resource 17: Side-to-side Evaluation
Statement on Progress Report Preparation

On June 29, 2007 the Accrediting Commission for Community and Junior Colleges (ACCJC) informed the Northern Marianas College (NMC) that it had reviewed and accepted the March 30, 2007 Progress Report and decided to continue the College on Probation. The College has acted to continue to address Eligibility Requirement #5, Commission Recommendations 1 and 2, and the team recommendations.

The issues in the October 15, 2007 Progress Report were discussed in detail with the college community using its existing committees and councils. President Carmen Fernandez developed the Ad Hoc Progress Report Committee (Chief Financial and Administrative Officer, Dean of Academic Programs and Services, Dean of Student Services, Dean of Community Programs and Services, Director of Information Technology, Director of Institutional Advancement, and the Accreditation Liaison Officer) to take the lead in writing and reviewing the report through collaborative work with other members of the college community. Direct involvement in the input and writing of the Progress Report was expanded by the creation of the Tinian and Rota Instructional Sites Work Group, which focused primarily on Commission Recommendation 1. The Work Group included members of the Ad Hoc Progress Report Committee, the Tinian and Rota Program Coordinators, Faculty Senate President, ASNMC President, and the Staff Senate President. The Ad Hoc Progress Report Committee and the Work Group communicated directly with College Council, Academic Council, School of Education, Counseling Programs and Services, Library Programs and Services, Office of Institutional Effectiveness, Human Resources, and others in writing and reviewing the report.

The final draft prior to final editing was presented for review to the Board of Regents Program Committee on October 8, 2007. The Board reviewed the report with the Management Team, Ad Hoc Progress Report Committee and the Work Group.

The October 15, 2007 Progress Report is submitted for the purpose of addressing the concerns raised by the Accrediting Commission for Community and Junior Colleges and the Accrediting Commission for Senior Colleges and Universities.

I certify that there was broad participation by the college community and we believe this Progress Report accurately reflects the actions taken by the institution.

Dr. Carmen Fernandez
President, Northern Marianas College