



College Council

THE DULY RECOGNIZED PARTICIPATORY GOVERNANCE COMMITTEE OF THE
NORTHERN MARIANAS COLLEGE

Friday, November 13, 2020, 9:00 a.m.
via Zoom [977 4958 7407](https://us02zoom.us/j/97749587407)

The following members were present:

Chair Polly Masga, Vice-Chair Ryan Calvo, Dr. Mary Tabarsi Tsang, Dr. Laura Taylor, Dr. Yunzi Zhang, Victoria Matsunaga, and Geraldine Rodgers

Guests: Daisie Camacho-Renguul, Dennis Marcelo, Renedel Buno

Absent: Patricia Coleman, Malysa Castro, and Maia Pangelinan

A. Meeting called to order by Chair Polly at 9:11AM.

B. The table below summarizes action concerning the agenda of the past meeting.

Adopt today's agenda:

- Motion to adopt agenda by Mary.
- Seconded by Victoria.
- Agenda adopted unanimously.

C. Polly opened the floor to public comments. There were no comments.

D. The table summarizes actions taken for old business:

Discussion over [Accessible Digital Content Policy 8007](#)

- Polly clarified that the council would be endorsing only the policy, not procedures.
- Daisie concurred and presented the policy.
- Dr. Mary inquired whether Lucille (Disabilities Counselor) and other counselors were able to see the policy for their input prior to today.
- Daisie stated that it was reviewed 3 years ago by department heads and other key folks. She also shared that the college received sanctions due to non-compliance with federal mandates, which have since been corrected by the IT department. There is a grave need to have a digital accessibility policy, in light of the pandemic and the need to forego in-person or face-to-face interaction.

- Dennis stated that the policy is more general and broad in scope. He suggested that the counselors participate in drafting the procedures to carry out the policy based on their experience and knowledge of student needs.
- Dr. Mary expressed that the Council emphasized inclusion of people for whom the policy will affect and to carefully consider them and obtain their feedback prior to passing the policy. She made a motion to wait one week and give the counselors an opportunity to give feedback.
- Dr. Yunzi stated that the policy can be shared with counselors, with a tight deadline to encourage immediate feedback. She also stated that the policy is a globally accepted policy for individuals with disabilities and does apply to our local situation.
- Polly stated that she agrees with Dr. Mary's recommendation to wait one week for the counselors to take a look at it. They may have been included years ago, but they may not be aware of the current policy as it is written. She recommended that we table the policy until the next meeting on December 4th and to bring UCEDD (who has already presented PDs on this very topic) and the counseling department to the table. She also agreed with Dennis that they can be invited to assist in drafting the procedures to carry out the policy. The College Council would again be endorsing the procedures.
- Ryan asked if there was any penalty from the appropriate organizations if we give time for the counselors to look at the policy.
- Polly asked for a motion to table the policy.
- Geri asked for clarification if there was a penalty if the policy were not acted upon today.
- Daisie responded that there are internal procedures that the IT department is following, but there is a need to address the federal standards around accessibility. She stated that she will yield to the recommendation to wait to act upon the policy until next week, but she emphasized that since we are operating virtually, then everything will be made accessible. The policy is stating the college is doing what it's supposed to be doing. She will pass the policy to the other stakeholders, with the knowledge that the policy reflects federal mandates on digital accessibility. The college's federal funds can be held back by the OCR of the Department of Education if we are not in compliance. The takeaway from the policy is that we have guidelines for accessibility for all our stakeholders.
- Geri stated that because this is a federal mandate, she would like to move forward with adopting the policy. Although it would be beneficial to pass the policy to the counselors for their input prior to adopting it, the College Council does represent the different constituencies on campus. The policy has been created with students in mind so they don't have to advocate their needs, such as captioning for a Zoom meeting, which Geri shared would be beneficial as a hearing-impaired individual herself.
- Renedel stated that the policy is more catered to the web developers, programming the website to be more accessible, but it would be beneficial to share it with the counselors who could provide input for any students' needs that may not be addressed.

- Dennis stated that the policy is based on a standard for global application. It is also adopted for any media posted on the internet. The content of the policy is to provide conversion of all analog information to digital. He urged that we move forward since there may be penalties with OCR. The counselors can be included in the writing of the procedures, which can be more detailed. The policy is meant to be broad.
- Polly clarified Dennis' statement about comparison of policy (general) and procedures (detailed), and summarized that counselors will play a significant role in drafting the procedures prior to being brought to the College Council.
- Motion by Polly to endorse Policy 8007 as is to be presented to the Board of Regents.
- Seconded by Dr. Taylor.
- Motion carried with 5 ayes (Polly, Ryan, Victoria, Dr. Taylor, Geri) and 1 nay (Dr. Mary)
- Polly recommended to Interim IT Director Dennis that he include the counselors when drafting the procedures for Policy 8007 and to show them the policy at this point. He affirmed the recommendation.
- Dr. Mary asked if there was a quorum, to which Polly responded that there were 6 members present for the vote: Dr. Mary, Ryan, Geri, Dr. Taylor, and Victoria. Dr. Yunzi was present at the beginning of the meeting, but due to a prior commitment, had to leave before the call to vote.

E. There was no new business.

F. There were no announcements.

G. Adjournment:

- Motion to adjourn by Dr. Mary
- Seconded by Ryan.
- Chair Polly adjourned the meeting at 9:51AM.