Joint College Council and
Budget and Finance Committee (BAFC)
Meeting Minutes
Tuesday, June 23, 2009
11:00 a.m., BOR Conference Room

1. Call to Order

NMC President, Dr. Carmen Fernandez, called the meeting to order at 11:30 a.m.

2. Roll Call (sign up sheets were circulated)

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Department</th>
<th>Representing College Council</th>
<th>Representing BAFC</th>
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<tbody>
<tr>
<td>Dr. Carmen Fernandez</td>
<td>Office of the President</td>
<td>X</td>
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<tr>
<td>Adrian Atalig</td>
<td></td>
<td>X</td>
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<tr>
<td>Dr. Debra Cabrera</td>
<td>Office of the Dean, Academic Programs and Services</td>
<td>X</td>
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<td>William Castro</td>
<td>Office of Institutional Effectiveness</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Cynthia DL.Guerrero</td>
<td>School of Education</td>
<td>X</td>
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<tr>
<td>Joan Dubrall</td>
<td>Educational Talent Search</td>
<td></td>
<td>X</td>
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<tr>
<td>Elena Hofschneider</td>
<td>Finance and Budget Office</td>
<td>X</td>
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<td>Roger Madriaga</td>
<td>Division of Financial and Administrative Services</td>
<td>X</td>
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<td>Karla Mareham</td>
<td>Finance and Budget Office</td>
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<td>Dawn Chryystal Revilla</td>
<td>Finance and Budget Office</td>
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<tr>
<td>Duane Sablan</td>
<td>Procurement and Property Management Office</td>
<td>X</td>
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<tr>
<td>Frank Sobolewski</td>
<td>Social Sciences and Fine Arts Department</td>
<td>X (for Larry Lee)</td>
<td>X</td>
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<td>Joyce Taro</td>
<td>Office of the Dean, Academic Programs and Services</td>
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<td>Janice Tenorio</td>
<td>Office of the Dean, Student Support Services</td>
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Others Present
Skep Palacios
Office of Institutional Effectiveness

3. Review and Adoption of Agenda

Motion: To adopt the agenda
Entered by: Joyce Taro
Seconded by: Adrian Atalig
Approved: Unanimously

4. New Business

American Recovery and Reinvestment Act (ARRA) - continuation. President Fernandez briefed the committees on NMC’s proposal to receive $3.99 million from the ARRA State Fiscal Stabilization Fund. She and Roger Madriaga assembled the proposal with consultation from the Management Team. The proposal incorporates initiatives from NMC’s Strategic
Plan, institutional priorities, and personnel needs. NMC may be able to alter the submission in the future to realign with changing priorities.

The committees reviewed the proposal:

1. Cover page - shows a standard breakdown of how the funds will be used.

2. FY 2009:

   - NMC is requesting a reimbursement of $152,860 in expenses already incurred related to accreditation activities.

   - (B)2) $226,126 for faculty and staff professional development

   - (C)1) $58,063 approved by BAFC for First Year Experience program, Accuplacer Start Up Consultation and Support, and Student Learning and Assessment Training

   - (C)2) $213,240 approved by BAFC for the purchase of computers for learning labs, PowerCampus Audit and Training, and 20 additional licenses for PowerCampus

   • FY 2010:

     - (B)1) $216,482 for a backup power source for buildings V, W, and L

     - (B)2) $220,000 for faculty and staff professional development and to equip all faculty with a laptop (this includes replacing existing broken laptops; all mac laptops will be replaced with PC laptops)

     - (B)3) $815,512 for personnel to adequately staff programs

     - (C)1) $350,000 for accreditation related programs/projects; based on institutional priorities for program review and strategic planning

     - (C)2) $380,432 to enhance NMC’s video surveillance system, implement a comprehensive library catalog system, and for the institution-wide computer replacement plan

   • FY 2011 (expenditures may differ from what is planned as FY 2011 needs are not fully known at this time):

     - (B)2) $200,000 for faculty and staff professional development

     - (B)3) $815,512 for personnel to adequately staff programs

     - (C)1) $150,000 for School of Education, Nursing Department, and Business Department program level accreditation ($50,000 for each program)
• Personnel Needs FY 2010 and FY 2011

- Natural Resources Management Program Coordinator/Instructor – necessary because the NSF grant will not pay for this position

- Administrative Managers are needed for the Nursing and Business departments. It was noted that School of Nursing and School of Business should read Nursing Department and Business Department, respectively.

Changes

a. The wording on item 3.) of 2. (B) Uses of funds on the cover page was changed to read, “To restore some instructor reductions, FTEs, made across the last three years as a result of budget cuts; and to fund critical positions for maintenance of accreditation.”

b. The bottom line on page 6 of the Professional Development and Staff Training for FY 2009 section, should show the destination of “Philippines”, not “Makati, Philippines”.

c. Pages 6-8: Training location of “Makati, Philippines”, should be changed to “Makati, Metro Manila, Philippines” (five instances).

Motion: To adopt NMC’s ARRA proposal, with stated amendments, for the amount of $3,998,134.

Entered by: Janice Tenorio
Seconded by: Cynthia DLGuerrero
Approved: Unanimously

5. Meeting Adjournment