

**College Council Meeting
Summary for Tues, August 23, 2005
Room N5**

Members Present: President Guerrero, Dean Jack Sablan, Severina Ogo, Jim Wedding, Raaj Kurapati, Jerry Smith, Glenn Keaton, Greg Folta, and Vera Pangelinan as recorder.

Meeting Facilitator: *Jeanette Villagomez*

NMC Staff: Elsie Halstead and Danny Wyatt

Excused Absent: Lorraine Cabrera

Agenda Adopted w/amendments

- Add under new business item 3) WASC Progress Report

Adoption of Meeting Summaries

- July 26, 2005 and August 16, 2005 Meetings were adopted with no change.

Meeting called to order at 1:40 p.m.

ANNOUNCEMENT:

1. **Memo on Employee Evaluation System** - President informs the members of the College Council that a memo will be sent out August 23, 2005 on the implementation of Employee Evaluation System. Elsie was asked to send out to the supervisors the employees' anniversary dates.
2. **NMC Annual Family Picnic** – Elsie DLC Halstead informed everyone that Wednesday, 8/24 is the last day for R.S.V.P. and to check Greg Sablan. President encourages the staff/faculty to join the family picnic on Saturday, August 27, 2005 at PauPau Beach.

OLD BUSINESS:

1. **Weekly Institutional Update** – President again reminds everyone that the target date for the weekly update is every Friday. He informs everyone that if they want some activities or accomplishments included in the weekly updates, to submit them to Daisie Camacho by Wednesday of each week. Severina informs the President that she did Rota's annual schedule of events and she had emailed it to Vera.
2. **PROA revisited** – Jerry mentioned there was a template that was developed a couple years ago. He said they're looking into it. The interface for where they are doing the editing and publishing isn't quite finished yet. They hope to have it done one month at the earliest, and possibly 3 months. This fall semester, it is one of our lists of things to get it up and running.
3. **12-Month Contract, Workload/Overload Ad Hoc Committee Recommendations, & Proposed Workload Form** - item was tabled for the CC members to have more time to review materials.

Raaj said on the workload/overload, it would be good to consider that report in light of the findings of the management review desk audit.

**College Council Meeting
Summary for Tues, August 23, 2005
Room N5**

NEW BUSINESS:

1. **Workload for Non-Teaching Activities** – Danny requested to include item on the agenda. Danny strongly feels that compensation for the non-teaching activities should come out of somebody's budget instead of the departments. Departments should only be responsible for academic overload.

****NOTE: Mini-recorder was inaudible**

2. **Academic Council Membership** – Glenn Keaton asks to include item on the agenda due to an inquiry from Daisy V. Bier. She was asking if counseling could be part of the academic council. He said this came up two year ago and the Academic Council's response was to wait until the Board of Regents adopted its new policies. Dean Sablan passed out a copy of the policy that Glenn was referring to. President suggested to Glenn recommending that the current academic council take a look at the policy and makes any recommendations for updates and changes.
3. **WASC Progress Report – October 15, 2005** – handouts were passed out to the members of the College Council. For information purposes, Dean Sablan informs everyone that he is working with the President in putting together a committee to address the last single recommendation for the upcoming Progress Report.

MISCELLANEOUS:

1. **Professional Tip** - Jeannette shared her professional tip on "Don't Make Me Wait" by Marjorie Brody.
2. **Plan for Fall 2005 meeting** – For Fall 2005, the CC members present all agreed to have its weekly meeting every Wednesday at 1:30 p.m. in Room N-5.

Next week's facilitator is Jerry Smith.

Meeting adjourned at 2:40 p.m.