

**College Council Meeting
Summary for Wednesday, November 23rd, 2005
Room N5**

Members Present: Dean Jack Sablan, Dean Jeanette Villagomez, Raaj Kurapati, Jim Wedding, Severina Ogo, Glenn Keaton, Jerry Smith, Greg Folta, Lorraine Cabrera, Rose Marie Jones and Vera Pangelinan as recorder.

Meeting Facilitator: *President Guerrero*

NMC Staff: Elsie DLC Halstead, Power Campus Committee (Randal Nelson, Lisa HacsKaylo, and Doris Ann Atalig).

President Guerrero, meeting facilitator called meeting to order at 1:47 p.m.

1. Review and Adoption of Agenda

- November 23rd, 2005 Agenda was moved, seconded, and unanimously approved with the following changes.
 - Add under Announcement c) Information from Rota Campus, d) NMC Christmas Party, e) Fall 2005 Registration Survey, and f) WASC Annual Report
 - Add under Miscellaneous a) Power Campus Committee Update and b) Professional Tip

2. Review and Adoption of Meeting Summaries

- Meeting Summary for November 9th, 2005 was moved, seconded, and unanimously approved with no changes.

3. ANNOUNCEMENT:

- a. **Thanksgiving Message** – On behalf of the Board of Regents and the Administration, President Guerrero expressed gratitude, appreciation, and thanksgiving to everyone in the college community for their dedication and commitment in trying to meet the mission of the college in striving to improve our operational programs and services.
- b. **NMC Foundation Fundraiser** – Raaj announces that NMC will be responsible, as an institution, to help the NMC Foundation in selling tickets for the upcoming fundraiser circus act from China. NMC Foundation is sponsoring the Liaocheng Acrobatics Troupe of China on December 2nd, 3rd, and 4th at MHS Gymnasium. Tickets are \$15 for Adults and \$10 for Children. Dean Sablan informs all COMPASS and APS that they can purchase their ticket at Donna Aguon. President Guerrero asks everyone support in terms of buying or selling tickets.
- c. **Information from Rota Campus** – on behalf of NMC Rota, Severina extends sincere appreciation to President, Department Chair, all Support Staff, and NMC Tinian for the ability to work together because without the direction, she doesn't think she would be where she's at today. She reported that Rota Campus had a very successful International Education during the weekend. Involves all the Rota community. She extends appreciation to the President for giving her the support. Once again, she asks everyone's continued support. To the department chairs, she hopes they will find time to come down and visit Rota Campus or Tinian Campus to better understand both campuses needs and especially, to get acquainted with the students. She also thanked Glenn K. and wishes everyone a Happy Thanksgiving. On a separate note, Severina O. received several inquiries regarding the DRMO, which is the military surplus outlet in Guam. She encourages Tinian and Saipan Campus to look into it. DRMO has good materials such as equipment and furniture. She asked the President permission to survey the DRMO and also to look into other things for Saipan since she will be in Guam on Friday, Nov. 25th.

**College Council Meeting
Summary for Wednesday, November 23rd, 2005
Room N5**

- d. **NMC Christmas Party** – Lorraine announces that NMC Spirit Squad is sponsoring the NMC Christmas Party on December 9, 2005 from 6:30 pm to 10:30 pm at the Dai-Ichi Hibiscus Hall. It is a Christmas Carol Masquerade where everyone wears a mask. The Spirit Squad will be selling tickets, which is \$18/person and \$20 at the door.
- e. **Fall 2005 Registration Survey** – Lisa H. wanted to inform everyone of the Fall 2005 Registration Survey. She has the preliminary findings already put together, the first draft was given to Registration, and then later on in the afternoon, she will be giving out a more complete draft to all three campuses.
- f. **WASC Annual Report** – Dean Sablan said he received an email from the Pacific Region representative. It's that time again that the institution provides highlights on the progress and challenges of the college. He said he will get most of the information for annual report from the weekly institutional updates. He will forward the report the Pacific Region Representative, which is due next week Friday, December 2nd.

4. OLD BUSINESS:

- a. **Membership of Governance & Working Groups** – President Guerrero wanted to share with the CC members that BOR Chairperson Hinds had sent out the letters to the Governor regarding the for four (4) BOR members term of office that expired on November 15, 2005 which are Regent Guerrero, Regent Olopai-Taitano, Regent Cing-Cabrera, and Regent Sablan. We have received the re-nomination letter from the Governor for Regent Guerrero, but it requires Senate approval. Right now, the Board does not have the majority to hold a quorum.
ASNMC – Rose Marie Jones stated the elected Vice President resigned. Mark Vice-President position as vacant.
PBEC – add Dean Jeannette Villagomez.
Faculty Senate – add Daniel LaMarche (Tinian Representative). Jim W. was asked to confirm it with Daniel L. and then to send an email to Vera confirming nomination.
Accreditation Core Team – NMC is no longer on warning status. Dean Sablan recommends taking it out from list.
Marketing – Tinian and Rota have not yet received any invites to the committee meetings. Dean Villagomez will inform Ed Propst to include Tinian and Rota on the email listing when sending out notice of meeting.
TEC – need name of staff and ASNMC representatives.

Motion: Dean Sablan moved to adopt Membership of Governance & Working Groups List with the changes made; Glenn K. seconded and motion carried.

Discussion:

President Guerrero said once changes are made, Vera was asked to email to all three campuses

- b. **Proposed Organizational Structure Update** – President Guerrero yield to Dean Sablan to provide update. Dean Sablan said they met with the last group, the Staff Senate, last Thursday in which they accepted the proposed organizational structure. The recommendation to bring back the Institutional Advance Office was also accepted. Dean Sablan said he went with Raaj K. to Rota and met with Rota Campus folks. We again informed them of the latest changes and they are fine with it. Rota Campus made a recommendation, which is to strike out Campus from the Organization Chart and leave it as NMC Rota likewise NMC Tinian due to issues with Financial Aid. Another recommendation discussed was the title of Rota & Tinian Administrators. It was

**College Council Meeting
Summary for Wednesday, November 23rd, 2005
Room N5**

recommended to change the title of Rota and Tinian Administrator to Director and they will be reporting under the Vice President. Jim W. and Severina O. both acknowledged and agreed to the change.

President Guerrero said through the request from the college community, the master chart is the overall institutional structure. The Deans and Directors were asked to provide names of personnel in their respective areas. Once information is received and completed, they will share it with the college community.

- c. **Tuition & Fees Proposal Update** – Tabled until Nov 30 meeting.

5. NEW BUSINESS: None.

6. MISCELLANEOUS:

- a. **Power Campus Committee Update** – Randal Nelson updates the CC members in terms of the committee's overall goal. He said the Committee's overall goal is to have a streamlined online registration process along with an integrated academic records system. He talked about training personnel to use the application, focusing on the major obstacles in completing integration, and the cost of online registration.
- b. **Professional Tip** - President Guerrero informed the CC members that he attended the ACCJC workshop in conjunction with the CCLC conference with BOR Chairperson Hinds, Dean Villagomez and Danny Wyatt. He shared his professional tip on the handout given out by Dr. Barbara Beno, which is about "The Role of Leaders in Promoting Institutional Quality and Improvement". Accreditation process was emphasized. It is a collaborative process that requires support from the entire college community particularly because the WASC standards are being changed from ten (10) standards to four (4) standards. The handout provided is the breakdown process in which it will also be shared with the Self Study Steering Committee

Next facilitator is Glenn Keaton.

Meeting adjourned at 2:22 p.m.