



PROAC

PLANNING, PROGRAM REVIEW AND OUTCOMES ASSESSMENT COMMITTEE A Standing Committee of the College Council

Wednesday, February 24, 2010, 8:30 a. m. to 10:00 a. m.
Rm, N-5, As Terlaje Campus

Minutes of Regular Meeting

I. CALL TO ORDER

The meeting was called to order at approximately 8:39AM

II. ROLL CALL/ATTENDANCE

Quorum was established. Please refer to the attached attendance sheet

III. ADMINISTRATIVE MATTERS

A. March 3, 2010 Meeting

- i. Next week Wednesday there is a schedule conflict for N-5, location will be announced

IV. ADOPTION OF MINUTES

A. February 3, 2010 Regular Meeting Minutes

- i. Barbara M. moved to adopt minutes, seconded by Eric J.
- ii. Discussion
 1. Pg. 3, there is 2 "B"
- iii. Minutes adopted/Motion carries

1. Barbara M. moved to adopt, seconded by Dean P.

2. Motion carries to adopt minutes

V. OLD BUSINESS

A. Book Discussion: Core Indicators of Effectiveness for Community Colleges, 3rd Edition by Alfred, Shults, and Seybert (to be facilitated by Felicitas "Tee" Abraham and James Kline)

- i. Jim Kline
 1. Institutional outcomes measure college's effectiveness

2. Important to determine what to assess
3. Too many variables will corrupt the assessment outcome
4. Indicator
 - a. A measurement that specifies a result and is used as a tool for planning and decision making
5. Core indicator
 - a. Measure that specifies a result on the achievement of a college's mission
6. Indicator
 - a. Is it reliable?
 - b. Is it credible?
 - c. Does it result in an improvement?
 - d. Can data be obtained cost effectively?
7. Jim Kline shared and discussed two handouts from the book: 1) Comprehensive Model for Assessing the Effectiveness of Community Colleges and 2) Stage Model for Assessing Effectiveness, Based on Capacity
 - a. Compulsory Indicators: low difficulty, ongoing assessment
 - b. Indicators of Engagement: higher difficulty challenge is limited resources
 - c. Indicators of Macro Impact: Most challenging, impacts a larger scale
- ii. PROAC will discuss one core indicator at a time for each meeting
- iii. Galvin discussed about the history of education politics
 1. A Nation at Risk
 - a. Indictment of education in the U.S.: our schools are not preparing students for life
 - i. There emerged the "Accountability Movement" culminated with "No Child Left Behind"

- b. Accountability coincides with dwindling government revenue
- c. The reason that effectiveness is important is because there is a lot of history and politics that come into play

B. CREES Form 2 Submission for Cycle 2

- i. Seeking PROAC's approval so they can proceed with Records of Dialogue
- ii. **Daniel K. motioned to accept, seconded by Barbara M.**
- iii. Michael Ogo discussed about the compilation of CREES's Form 2
 - 1. All staff came together and gathered updates
 - 2. Form 2 submission is consolidated, but each program, ARE and FCS, will submit separate Form 1s

iv. **Motion carries to accept CREES's second submission of Form 2**

C. Cycle 2 of Program Review—Records of Dialogue update

- i. 100% for A and B and 40% for Group D
- ii. Perry I. to request for Records of Dialogue

D. Cycle 3 of Program Review—update

- i. A little over 50% of programs submitted their column 3s
- ii. Randal Nelson stressed that programs should plan on the outcomes and means of assessments that they will follow rather than come up with these as they go through the program review cycle.
- iii. It is essential that Form 1 data is meaningful
- iv. Today: Column 3s are due and feedback on outcomes to programs are due
 - 1. Due dates will be extended two weeks from now,
- v. Leo Pangelinan shared an assessment model that he is using to evaluate outcomes

- vi. PROAC discussed assessment models and the importance of discussing how each member rated an outcome to share different views and ideas.

VI. NEW BUSINESS

No discussion.

VII. OTHER MATTERS

A. Accreditation Update

- i. No update at this time
- ii. Special visit is after March 19
- iii. NMC requested that one member of the visiting team is from a Micronesian institution
- iv. Galvin informed PROAC of the coming workshops: Self-Study Training and Program Review Workshop
- v. Yet to hear back from the commission regarding SOE's program expansion

B. WASC Resource Guide for "Good Practices" in Academic Program Review

- i. A resource for PROAC that can be used to evaluate and improve the program review process

VIII. ADJOURNMENT

The meeting was adjourned at approximately 9:58AM

PROAC

Regular Meeting/Work Session

Date: 02/24/10

Day: Wednesday

Time: 8:30AM to 10:00AM

Place: N5

ATTENDANCE SHEET

Voting Members

| | NAME | TITLE | SIGN/INITIAL |
|-----|---|---|--------------|
| 1. | Galvin Guerrero | Director of Institutional Effectiveness (PROAC Chair) | Present |
| 2. | Daniel Kintol | Student (Appointed by ASNMC)/ASNMC Vice President | Present |
| 3. | Lorraine Cabrera | Interim NMC President | Not Present |
| 4. | Dr. Patrick Moran | Acting, Dean of Academic Programs and Services | Not Present |
| 5. | Leo Pangelinan | Dean, Student Services | Present |
| 6. | Felicitas Abraham | Dean, Community Programs and Services | Not Present |
| 7. | Henry Hofschneider | Chief Financial and Administrative Officer | Not Present |
| 8. | Jennifer Barcinas/ Martin Mendiola | Staff Representative, Rota Instructional Site | Not Present |
| 9. | Maria Aguon/ Rose Lazarro | Staff Representative, Tinian Instructional Site | Present |
| 10. | Barbara Merfalen | Faculty Representative, School of Education | Present |
| 11. | Marian Tudela | Vice President of the Faculty Senate/ <i>Permanent Proxy</i> | Not Present |
| 12. | Dean Papadopoulus | Faculty Member (Appointed by Faculty Senate) | Present |
| 13. | Frank Sobolewski | Faculty Member (Appointed by Faculty Senate) | Not Present |
| 14. | Eric Johnson | Faculty Member (Appointed by Faculty Senate) | Present |
| 15. | James Kline | Faculty Representative, Academic Council | Present |
| 16. | Clarice Deleon Guerrero | Officer of the Staff Senate | Not Present |

Non Voting Members

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|-----|----------------|--------------------------|---------|
| 17. | Keane Palacios | Program Coordinator, OIE | Present |
| 18. | Perry Inos | Program Manager, OIE | Present |

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| 19. | Michael Ogo | CREES (Represented Felicitas "Tee" Abraham) | Present |
| 20. | Randall Nelson | Upward Bound (Represented Clarice Deleon Guerrero) | Present |
| 21. | Alfred De' Torres | NRMP/SMHA | Present |
| 22. | John Griffin | Business Chair | Present |