PROAC

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

Wednesday, August 4, 2010, 8:30 a. m. to 10:00 a. m.
N-5, As Terlaje Campus

Minutes of Regular Meeting

I. CALL TO ORDER

This meeting was called to quorum at approximately 8:45AM by Galvin

Guerrero. Program Managers, Perry Inos and Keane Palacios, served as

recorders.

II. ROLL CALL/ATTENDANCE

Quorum was established. Please refer to the attached attendance sheet.

III. ADMINISTRATIVE MATTERS

1. Randal asked OIE to find who is designated for Records of Dialogue

for the compliance matrix.

IV. ADOPTION OF MINUTES

A. July 28, 2010 Regular Meeting Minutes

i. **Moved by Dr. John G. and seconded by Barbara M.**

ii. **Motion carries**

V. OLD BUSINESS

A. Book Discussion: Core Indicators of Effectiveness for Community

Colleges, 3rd Edition by Alfred, Shults, and Seybert (to be facilitated by

Barbara Meralen)

a. Core 6 is what NMC is already doing.

i. Frequency of data collection

1. Beginning and End of grading period

ii. Recommendation method

1. It is instructors determination to determine

program outcomes

       2. Course to course bases is determined by the department

    iii. Ultimate goal is how we are preparing the students for life after college.

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

    i. Perry Stated that 78% have submitted.

        o Continue discussion to address Records of Dialogue recommendations to PROAC

C. Cycle 3 of Program Review—update

    i. Galvin stated that columns 4 & 5 have been slow in submission and OIE Delta Force had compliance visits with the following findings:

        a. Group A&B

            i. Workload

            ii. Training

            iii. Turn-over

        b. Group C

            i. Leadership

            ii. Workload

            iii. High turn-over

            iv. Training

        c. Group D

            i. Leadership

            ii. High turn-over

    ii. **MOTION:**

        a. **To communicate PROAC's concerns to MGT and CC to how high turnover rates, constituency, continuity, and completion of deliverables be addressed.**

        b. **Motion Carries**

    iii. Galvin will email postponement deadline to Campus Community

VI. NEW BUSINESS

A. PROAC prioritizing FY2011 Budgets Presentation by: Galvin (Chair)

    ii. Programs Rank outcomes

        o Value-driven

            A. What outcomes are most important for our program?

        o Need-driven

            A. Which outcomes need more attention in this next cycle?

        o Performance-driven

            A. Which outcomes we successfully achieve and want to spur on with additional resources

    iii. Programs rank respective budget items

        o Ranking matrix

            A. Value

            B. Need

            C. Performance

    iv. Programs score respective budget items

        o Scoring Matrix

            A. Budget items with the highest scores rank highest

    v. Programs must take ownership of the decision

VII. OTHER MATTERS

A. Accreditation Update

VIII. ADJOURNMENT

- The meeting was adjourned at 10:11AM

PROAC

Regular Meeting/Work Session

Date: 08/04/10   Day: Wednesday   Time: 8:30AM to 10:00AM
Place: N-5

SIGN-IN SHEET

	NAME	TITLE	SIGN/INITIAL
1.	**Galvin Guerrero**	Director of Institutional Effectiveness (PROAC Chair)	PRESENT
2.	**Daniel Kintol**	Student/ASNMC Vice President/Acting ASNMC President	PRESENT
3.	**Lorraine Cabrera**	Interim NMC President	
4.	**Barbara Merfalen**	Dean, Academic Programs and Services	PRESENT
5.	**Leo Pangelinan**	Dean, Student Services	PRESENT
6.	**Ross Manglona**	Acting Dean, Community Programs and Services	
7.	**Henry Hofschneider**	Chief Financial and Administrative Officer	PRESENT (represented by Skep Palacios)
8.	**Jennifer Barcinas/ Martin Mendiola**	Staff Representative, Rota Instructional Site	PRESENT
9.	**Maria Aguon/ Rose Lazarro**	Staff Representative, Tinian Instructional Site	
10.		Faculty Representative, School of Education	
11.	**Marian Tudela**	Vice President of the Faculty Senate/ *Permanent Proxy*	
12.	**Dean Papadopoulus**	Faculty Member (Appointed by Faculty Senate)	
13.	**Dr. John Griffin**	Faculty Member (Appointed by Faculty Senate)	PRESENT
14.	**Eric Johnson**	Faculty Member (Appointed by Faculty Senate)	PRESENT
15.	**James Kline**	Faculty Representative, Academic Council	PRESENT
16.	**Randall Nelson**	Vice President of Staff Senate	PRESENT

OTHERS PRESENT		
Keane Palacios	Program Coordinator, OIE	PRESENT
Perry Inos	Program Coordinator, OIE	PRESENT
Lisa Hacskaylo	Institutional Researcher, OIE	PRESENT

	Nelly Saturno		PRESENT
	Ray Mafnas Muna	Program Coordinator, OIE	PRESENT
	Ed Camacho	CJ, SSFA	PRESENT
	Amanda Allen	IT/DLC	PRESENT