

**College Council Meeting  
Summary for Wednesday, September 28<sup>th</sup>, 2005  
Room N5**

**Members Present:** President Guerrero, Dean Jack Sablan, Laura Hohmann for Jeanette V, Tricia Tudela for Raaj K., Jim Wedding, Severina Ogo, Glenn Keaton, Jerry Smith, Lorraine Cabrera, and Vera Pangelinan as recorder.

**Meeting Facilitator:** *Greg Folta*

NMC Staff: Elsie DLC Halstead, Lisa HacsKaylo, Danny Wyatt, and Sallie Sablan  
Excused Absent: Raaj Kurapati and Jeanette Villagomez

Greg Folta, meeting facilitator called meeting to order at 1:35 p.m.

**1. Review and Adoption of Agenda**

- September 28, 2005 Agenda was moved, seconded, and unanimously approved with no changes.

**2. Review and Adoption of Meeting Summaries**

- Meeting Summary for August 23, 2005 was moved, seconded, and unanimously approved with minor changes.
- Meeting Summary for September 7, 2005 was moved, seconded, and unanimously approved with no changes.
- Meeting Summary for September 14, 2005 was moved, seconded, and unanimously approved with no changes.

**3. ANNOUNCEMENT: None.**

**4. OLD BUSINESS:**

- a. **PROA Updated** – item tabled. No new update.
- b. **Membership of Governance & Working Groups** - An updated list was emailed to the members for their review and update. Lorraine requested to add Patricia Coleman to the Strategic Master Plan. Include Al Johnson to the PPRC. Glenn recommends adding to the Academic Council Daisy Bier as a voting member and OAR staff as non-voting member. Dean Sablan said the Academic Council need to first make the changes on the policy, but in the meantime, to invite them as non-voting member. Elsie was asked to provide Vera the summary for the Succession Planning and the Policy & Procedure Review Committees; likewise, Lorraine was to provide for the Strategic Master Plan by next CC meeting. Vera was asked to get information from Debra Cabrera for the Self Study Steering Committee. Jim and Severina were asked to review the membership & working groups and to provide feedback or recommendation. Dean Sablan comments that one of findings from the MRDA is the need for Rota and Tinian Campuses to be informed in terms of what is happening at the committee level at various cross-functional groups at the College. Like the College Council, Jim and Severina were asked which of the committee that is critical for them to be involved directly so that the Committees could be advise to conduct their meeting in Room N-5 (Distance Education). Severina said she would discuss it with Jim as to which committee is critical to them and then provide feedback at the next meeting.

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- c. **WASC Progress Report Update** – Dean Sablan sent out the latest draft yesterday 9/27. He has been receiving comments. As far as timeline, the committee will be meeting tomorrow 9/29 to combine all final comments from the College Community and then produce a final draft by 9/30. The final draft will be sent out to the College Community and the Board of Regents so everyone would know what is going before WASC. Last activity, we would need to have the Board and the President concur on the final report prior to sending it out to WASC. He extends his appreciation to the College Community that contributed in addressing the recommendation.

**5. NEW BUSINESS:**

- a. **Revised IAP** – passed out a copy of the Revised NMC’s Institutional Assessment Plan and the Core Indicators of Effectiveness for Community Colleges to the CC members. Lisa HacsKaylo said the Assessment Task Force was asked to revise the Institutional Assessment Plan. The plan itself has been out for two weeks. They have been receiving feedbacks and are ready to present to the College Council for comments. She added that Tinian and Rota Campuses has given inputs. Dean Sablan recommended moving item to old business for action at the next CC meeting.
- b. **MRDA Update** – President Guerrero said completed a series of meetings on all three campuses involving NMC staff and students. Pretty much everybody is well informed. Elsie is working with Maryanne in terms of soliciting input in addressing the findings and recommendations. The comments received will be compiled into an action plan, send it out to the college community for review and then to the College Council. Jim and Severina were asked to compile their feedback and send it in. Deadline is on October 14<sup>th</sup>.
- c. **Internal Communication** – President Guerrero mentioned that the feedback we got regarding the MRDA, we found out that there needs to be a lot of internal communication. For example the students. Some say that advisors are not giving out accurate information. We request to have a regular forum be done between administrator, students, staff and faculty. In addition, the President solicits everyone’s contribution to include in the Weekly Updates. Last week’s updates was short. Asking the academic division like Languages, Science & Math to provide a short summary, general information for the College Community to know.
- d. **U.S. Dept of Education Grant Award** – President Guerrero informed the CC members that he received an email from Rehabilitation Services Administration (RSA) congratulating us on our grant proposal. We submitted the application on July 15<sup>th</sup>. We worked with Dan Nielsen. This is the second time we submitted this grant application. Right now, we are waiting on the actual Grant Notification Letter

**6. MISCELLANEOUS:**

1. **Professional Tip** - Greg shared his professional tip on “When to have a meeting and when not to have a meeting”.

Next week’s facilitator is Jim Wedding.

Meeting adjourned at 2:25 p.m.