

**College Council Meeting  
Summary for Wednesday, October 26<sup>th</sup>, 2005  
Room N5**

**Members Present:** President Guerrero, Dean Jack Sablan, Acting Dean Jeanette Villagomez, Adrian Atalig for Severina Ogo, Jim Wedding, Glenn Keaton, Jerry Smith, Daisy Bier for Greg Folta, Lorraine Cabrera and Vera Pangelinan as recorder.

**Meeting Facilitator:** *Raaj Kurapati*

NMC Staff: Elsie DLC Halstead and David Attao

Excused Absent: Severina Ogo

Raaj Kurapati, meeting facilitator called meeting to order at 1:45 p.m.

**1. Review and Adoption of Agenda**

- October 26<sup>th</sup>, 2005 Agenda was moved, seconded, and unanimously approved with the following changes.
  - Add under Announcement b) Hollow Eve Spooky Hour, c) Weekly Updates Contributions, and d) WASC visit
  - Add under New Business c) New agenda item for BOR Personnel Committee
  - Under Miscellaneous a) Release Form for Student Work Samples and b) Asia Pacific Investment Conference, and c) Professional Tip

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

- Meeting Summary for October 5, 2005 was moved, seconded, and unanimously approved with minor changes.
- Meeting Summary for October 12, 2005 was moved, seconded, and unanimously approved with no change.

**3. ANNOUNCEMENT:**

- a. **Promoting the CNMI as a regional conference center** –President Guerrero wanted to share with the CC members in regards to the Governor’s memorandum about promoting the CNMI as a regional conference center. A copy of the memorandum was passed out to the CC members.
- b. **Hollow Eve Spooky Hour** – Lorraine announced that the Spirit Squad is having a Hollow Eve Spooky Hour on Friday, October 28<sup>th</sup> at Monte Carlo across Hopwood Jr. High School from 6:00 p.m. to 10:00 p.m. Tickets are being sold at \$12 per person. There will be costume and karaoke contest as well as door prizes. She encourages everyone to buy a ticket. The fundraising is for the NMC Christmas Party
- c. **Weekly Updates Contributions** – President Guerrero reminds everyone that feedbacks are welcome in contributing to the weekly institutional updates. He informs everyone to submit any activities or major accomplishments to Daisie Camacho by Wednesday of each week. Glenn asked if a reminder could be sent out every week to Dept Chairs. President Guerrero said he will ask Daisie again to send out a reminder every Wednesday.
- d. **WASC visit** – Dean Sablan informs everyone that the upcoming progress report visit is on November 15 & 16, 2005. For the comprehensive visit, which is for the reaffirmation of NMC accreditation, we recommended October 16-19, 2006.

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**4. OLD BUSINESS:**

- a. **PROA Update** – Jerry said they are continuing to work on developing this project. He asks to remove item from the agenda due to no College Council action required. A motion was made to remove item from the agenda. It was seconded and unanimously approved.
- b. **Membership of Governance & Working Groups** - Vera emailed the latest updates. Everyone was asked to go through the list and to provide Vera the current memberships. Glenn said the Academic Council is still working on the policy & procedures to include a Counseling representative and also OAR representative as non-voting member. Jeanette will revisit the Registration Committee making it a more manageable size. Elsie provided Vera the summary for the Succession Planning. Include the sub-committees and members of the self-study steering committee.

**5. NEW BUSINESS:**

- a. **MRDA Action Plan Update** – For everyone’s information, President Guerrero stated that after the October 14 deadline collecting feedbacks from the college community, the week of October 17-21 feedbacks were compiled and consolidated, and then worked on developing MRDA recommendations through our action plan. The draft action plan will be submitted for Board of Regents approval. Upon Board’s approval, the action plan will then be disseminated to the entire college community. The action plan is divided up into four major categories: 1) Institutional Recommendations, 2) Financial and Policy Recommendations, 3) Programmatic Recommendations, and 4) Personnel Recommendations. The largest number of feedbacks received was on the institutional recommendations. A lot of the feedbacks received from the college community was on the proposed organizational chart. Throughout the meetings and feedbacks received, the general consensus from the college community is option B. Upon approval of the Board, the administration is recommending, which is the week of Nov. 1-15, 2005, sharing the proposed organizational chart for feedbacks from the college community. The administration will then finalize it and submit it to the Board of Regents.
- b. **Film & TV Graduating Students** – Glenn brought up to the CC members attention of the Film & TV graduating students. He said there are five students who petition to graduate yet we are looking at removing the degree program that NMC will no longer offer. These students are not done yet. Dean Sablan said only remove programs that do not have students in it. The Academic Council needs to work on preparing a sub change for the Film & TV program for the purposes of the students’ credentials. Dean Sablan will ask Eric Plinske to work on the sub change. There will be no more majors on this program. The program will be moved under CDI.
- c. **New Agenda Item for BOR Personnel Committee** – Raaj introduced the item. He said this is something that came up as part of the review on the action plan being proposed to the Board. One of the recommendations of the MRDA is for the college to look at the current organization of the Office of Admission, Records and Financial Aid. The recommendation was to consider separating the Office of Admission, Records and Financial Aid into two offices, which are Office of Admission & Records and the Office of Financial Aid. It is also recommended that a Director for each office be hired with expertise in the respective offices’ functions. President Guerrero stated the urgency here is that the Pell Office in San Francisco wants the college to implement the recommendation as soon as possible.

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**Motion:** Glenn moved for the College Council to endorse item a) Management Review Desk Audit Action Plan and item c) New agenda item for BOR Personnel Committee for Board of Regents approval, Jeanette seconded, and unanimously approved. Motion carried.

**6. MISCELLANEOUS:**

- a. **Release Form for Students Work Samples** – Glenn reintroduced item for clarification. He asks everyone if they were aware of that the release form itself, by its wording, looks as if it goes to every classroom for every class, and that it is a duplication of effort for every student. Dean Sablan recommends inviting Danny Wyatt to the next CC meeting to go over the form.
- b. **Asia Pacific Investment Conference** – Raaj sent out an email to the college campus about the conference. He said the President approach the NMC Foundation Board asking them if they would be willing to fund the cost of sending some of NMC folks especially NMC Foundation, NMC Board of Regents, and key administrators. Staff and Faculty Senate President were asked to discuss it with the members and to recommend one participant from each area. Raaj also mentions that there will be a free workshop for the students on campus on Wednesday, November 2<sup>nd</sup>.
- c. **Professional Tip** - During this time when the economy is down, there is a tendency for folks to resort to credit as an option to meet one's lifestyle and that actually compounds the problem. Raaj's professional tip/recommendation is not resort to credit because it only worsens the situation.

Due to the presentation on November 2<sup>nd</sup>, the College Council will be postponed until November 9<sup>th</sup>.

Next facilitator is Dean Jack Sablan.

Meeting adjourned at 2:45 p.m.