



PROAC

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

Friday, February 18, 2011, 10:00 a. m. to 11:00 a. m.
Rm, N-5, As Terlaje Campus

Minutes

I. CALL TO ORDER

Meeting was called to order at 10:10AM. Keane Palacios serving as recorder of minutes.

II. ROLL CALL/ATTENDANCE

Quorum was established. Please see attendance sheet.

III. ADMINISTRATIVE MATTERS

None

IV. ADOPTION OF MINUTES

A. February 11, 2011 Regular Meeting Minutes

a. Motioned by Dr. Griffin and seconded by Dr. Peter

V. OLD BUSINESS

A. Linking Program Review to FY 2012 Budgeting and Resource Allocation
(Refer to NACUBO article, "Keeping Programs and Resources in Sync"
by Victoria F. Payseur)

i. Galvin presented a PowerPoint presentation

1. NMC- Demand, Performance, Cost-Effectiveness,
Opportunity

2. NMC Action Options (Budget)- Increase, Maintain,
Decrease

ii. DC- Form 2 to lead to budgeting. PROAC should decide priorities
that need to be funded.

- iii. Galvin- have the programs work with the new criteria and develop their own budget
- iv. Randall- Form 2 Ad Hoc Committee is discussing about having academic programs submit their Form 2s to Academic Council

B. Cycle 3 of Program Review

- Records of Dialogue
 - Deadline- March 14
 - Word version sent out

C. Cycle 4 of Program Review

- Programs
 - ✓ Adult Basic Education (ABE): Velma Mafnas
 - Velma- 2 of the programs don't have course guides and Lisa stated that course guides are not necessary for those programs
 - Likes the idea of working with SLOs
 - **Moved by Dr. Griffin and seconded by James Kline to move ABE to academics in terms of the NMC taxonomy and program review reporting**
 - **Motion Carries**
 - ✓ Learning in Communities (LinC): Geri Willis
 - We're not located in solely one group in the taxonomy
 - LinC encompasses everything
 - Start with the mission statement
 - There is a learning communities assessment
 - Registration- have courses linked together
 - Having professional development
 - It incorporates everything
 - Galvin- based on what is assessed LinC fits more under academics
 - Galvin stated that there are no restrictions on data.
 - Matt stated that it would be useful to have LINC's data in other program's Form II.

- **Moved by Dr. Grffin to place LinC under academic programs and seconded by James Kline**
 - **Motion Carries**
 - John and Randall: how will LinC conduct assessment?
 - Galvin and Lisa: usually you choose the courses or data within the given timeframe or current cycle and integrate it into the Form 2
- Form 2 Committee—Update
 - We are talking about how to present uniform data
 - Discussed how do we make the presentation of data uniform
 - Send out a draft and have it seen by the College first
 - Discussed having Academic Council review the academic Form 2 submissions
 - DC: How are we going to incorporate the new Form 2 into the staggered schedule?
 - Galvin: We are going to have to maybe incorporate the previous cycle's submission
 - Maybe everybody does a Form 2 for the purpose of budgeting
 - The Form 2 needs to address improvement and accountability
 - We will discuss this more
 - Leo: How can the date presented in the Form 2 hold programs accountable?
- Final Program Review Calendar
 - Cycle B Composite Report and Cycle A Composite Report completed to move it up in the calendar
- Recommendations from 2010 Composite Report
 - Tabled to next week's meeting

VI. OTHER MATTERS

VII. *What impact did today's dialogue and/or work have on student learning?*

- a. Randall- nice to know that we can be open-minded and learn new things.
- b. Leo: I have the sense that we are moving closer to putting money where it counts.
- c. Galvin recognized Keane in his efforts in recognizing the importance of program review.
- d. Geri stated that we should learn more about programs.

VIII. ADJOURNMENT

Meeting was adjourned at 11:08AM

PROAC

Regular Meeting/Work Session

Date: 02/18/11

Day: Friday

Time: 10:00AM to 11:00AM

Place: N5

ATTENDANCE SHEET

	NAME	TITLE	SIGN/INITIAL
1.	Galvin Guerrero	Director of Institutional Effectiveness (PROAC Chair)	PRESENT
2.	Antonio Tiples	Student (Appointed by ASNMC)/ASNMC Vice President	
3.	Lorraine Cabrera	Interim NMC President	
4.	Barbara Merfalen (<i>Joe Peters served as a proxy</i>)	Dean of Academic Programs and Services	PRESENT
5.	Leo Pangelinan	Dean, Student Services	PRESENT
6.	Dave Attao (<i>Marissa Guerrero served as proxy</i>)	Acting Dean, Community Programs and Services	PRESENT
7.	Dawn Chrystal Revilla	Acting, Chief Financial and Administrative Officer	PRESENT
8.	Jennifer Barcinas/ Martin Mendiola	Staff Representative, Rota Instructional Site	PRESENT
9.	Maria Aguon/ Rose Lazarro	Staff Representative, Tinian Instructional Site	
10.	John Jenkins	Faculty Representative, School of Education	PRESENT
11.	Dr. John Griffin	Vice President of the Faculty Senate	PRESENT
12.		Faculty Member (Appointed by Faculty Senate)	
13.	Dr. Eric Belky	Faculty Member (Appointed by Faculty Senate)	
14.	Matt Pastula	Faculty Member (Appointed by Faculty Senate)	PRESENT
15.	James Kline	Faculty Representative, Academic Council	PRESENT
16.	Randall Nelson	President of the Staff Senate	PRESENT
OTHERS PRESENT			
	Keane Palacios	PM, OIE	PRESENT
	Ray Mafnas Muna	PC, OIE	PRESENT
	Lisa Hacskaylo	IR, OIE	PRESENT

	Skep Palacios		PRESENT
	Amanda Allen	IT Dept.	PRESENT
	Lyte Chapap	Math	PRESENT
	Velam Mafnas	ABE	PRESENT
	Elsie Cabrera	ABE	PRESENT
	Geri Willis	LinC	PRESENT