

College Council Meeting Summary  
October 14, 2004  
BOR Conference Room

Present: Glenn, Danny, Dean, Dean Barnes, Raaj, Lorraine, President, and Vera as Recorder.

Excused: Dean Sablan was sick.

Special Guest: Angie Sills

Agenda: Under miscellaneous add - *update on personnel evaluation.*

**Old Business:**

- ***Science Math Tech Program Proposal*** – President first brought up about the official names of the programs and pointed out the need to have an established procedure on the official names of the program for consistency. President asked Glenn to verify with Dean Sablan.

Angie distributed the hand out on “Projections of number of student who would enroll in Associate in Science Degrees in Science if they were offered at NMC.” She presented the projection based on a survey collected from both public and private high schools. Angie raised a concern to consider that programs at NMC like MA132 is not acceptable to transfer course to other colleges. For instance Guam, MA132 is considered MA88, an NDU course. Another concern raised was the majority of the students who have taken the math placement test placed at MA90/91.

Glenn suggested the need to create a course between Intermediate Algebra and College Algebra.

President asked Dean to gather data 5 years back and to compare the average score on the English and Math Placement Test.

Angie mentioned that she incorporated IDPs for AS. President informed her that he would recommend to Dean Sablan to create a task force to review the impact such as instructional materials, FTEs, etc. and to produce data supporting the program before presenting it to the board for approval. Glenn will first meet and discuss with Dean Sablan and then notify Angie.

**New Business:**

- **Enrollment Figures** - Members were given a handout on the enrollment figures for Fall2003 to Fall2004. President asked Dean Barnes, Raaj, and Dean to work together

to expand more information on to the enrollment figures. He stressed the need to show the breakdown of data collection by the number of students paying \$65, \$130, and \$195 on tuition fees in order to analyze it. Raaj to do an update analysis on the consolidated fees as well to show actual revenue generated from tuition and fees.

Dean Barnes mentioned recruiting team have already visited some high schools to market NMC. President wants recruiting team on STAR (Saipan, Tinian and Rota).

President asked Raaj to send out a friendly reminder letter to the students' to clear up outstanding balance by the end of this semester/year.

President asked Raaj to set up a meeting with PBEC.

- **WASC** team will be arriving on Oct. 26. Meetings are scheduled on Oct 27 & half day on the 28<sup>th</sup>. WASC team will be leaving on the same day, Oct. 28.

#### **Miscellaneous:**

- **Update on Personnel Evaluation** - Danny updated the members on the personnel evaluation form. His approach is to make people being assessed come up with the evaluation form that they'll be most comfortable. He mentioned that two parts are done e.g. counselors and librarian and have already forwarded it to HRO.
- President mentioned that RP Group working with Community College in California wants to do a workshop on Learning Assessment Workshop and asked Lorraine and Danny to find out with the faculty and staff on when is a good time to have the workshop. The timeframe for RP Group to conduct the workshop is between now and January 2005.