

Adopted: 03/15/05

College Council Meeting
Minutes for Tues, March 08, 2005

Present:

President Guerrero, Dean Barnes, Dean Sablan, Raaj Kurapati, Jerry Smith, Glenn Keaton, Lorraine Cabrera, Danny Wyatt, Agatha Ketebebang, Elsie Halstead, and Reina Camacho.

Special Guest: CLS Committee (Sallie S., Richard P., Sarah O., and Rachel T.) and Elsie DLC Halstead

Agenda: Add under new business item: 2) Pell Update 3) Desk Audit

President Guerrero called meeting to order at 1:40 p.m.

College Lab School – at the last meeting, the task force were advised to submit to Reina any data to be used for the inclusion in the BOR meeting packet. Puhalla provided the President and members of the college council the additional information supporting their proposal. He briefly summarized the information provided which he states include the SOE position statements, notes of meeting, proposed budget for school year 2005-06, potential revenues, pre-history of CLS staff, and CLS enrollment figures from 1996 to present. Dean Sablan informed the College Council members that the task force are open to answer any questions. President said there would be question and answer session at the Program Committee meeting set on Thursday, March 11 at 10 a.m.

In preparation for the BOR meeting on Thursday, March 11, the College Council discussed their position concerning the SOE CLS Committee Report.

Raaj motion that the College Council adopt the School of Education College Lab School Committee report. Task force was reviewing the current status of the CLS. The question indicated on the report asks, "Does NMC School of Education Baccalaureate Program need the College Lab School? The overwhelming response was NO. Furthermore, the report indicates condition set to continue the College Lab School in its current status, and the opinion of the College Council is that conditions cannot be met with guaranteed. Therefore, the position of the College Council is to recommend to the full Board that we close the College Lab School at the end of the school year. The College Council made a unanimous decision where one abstained.

College Month & Charter Day Activities Update – Ed Propst updated the college council members on the activities set for next month. He said that the committee has been having productive meetings. Sub-committees include finance and budget, entertainment, marketing and advertising, solicitation and prizes, booth reservation, parking, stage set up and decoration, logistics, hospitality, and video and sounds. Line up for this year include the Sand Castle, Marianas Idol II, Battle of the Band III, Video Game tournament, Car Show, Ms. Pugua Four, Break dance competition, and NMC Strong Man competition. Also, the committee has invited Amberlyn Mendiola, 9th grade student, who needs a heart surgery, to perform on Charter Day and to help her sell her CDs. Ed also mentioned Joeten Motors, a sponsor from last year is willing to help again this year. It's a 2-day event, April 29 & 30, 2005, from 5-10 p.m. on Friday and then on Saturday, 3:30-10 p.m. On Friday, April 29 opening ceremony begins at 5:00 p.m. followed by entertainments. Booths are limited. First come, first serve and it's \$50 for student clubs and \$100 for others. No vendor will be selling drinks except for the student clubs. Other schools will be invited.

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For College Month activities, Dean Sablan reported that he met with Larry Lee and Dave Attao and they have identified the committees and the departments that will run all the activities. He stated that he forwarded the proclamation to Reina and to work with the Executive Office on the date and time of the proclamation signing. Dean Sablan had asked the committees and the departments to make a calendar with the list of events. President requested the College Month and Charter Day Committee to be providing weekly updates to the members of the college council. In the meantime, the President asked if the College Month Committee can email to the college council, the activities planned for College Month. Student Takeover Day is one of the activities for College Month that is set for April 29. President asked if the academic considering Friday, 4/29 a non-instructional day. Dean Sablan said he'd check on it.

SMT Proposal on Allied Health – Reina needed some clarification on the proposal. She said the proposal need to be revised because it is citing Academic Year 2005. Also, she is requesting for a one-page summary of the program proposal. Glenn will ask Angie Sill to do the summary. Glenn asks if it's possible to implement the program Fall 2005. Dean Sablan's response is that the program will not be implemented this Fall 2005 because it needs to clear all institutional approval process first including WASC. President asks if there's support letters from PSS and other private schools endorsing the program, and if not, it will be good to have one.

At this point, Dean Barnes took over the meeting, as the facilitator.

Evaluations – Danny said to leave item under old business. Danny reports the pending evaluation for program coordinators should be available in a week or so. President asks Elsie if there is any update for Thursday, BOR Personnel Committee Meeting. Elsie said the Personnel Committee Chair only wanted an update. President wants the developed evaluation instruments available to the Board to show what instruments were developed and what the college will be using. Also, the President wants the evaluation instruments emailed to the members of the college council for their review.

Overloads/Compensation – Danny reported he's been trying to find out information as to who first put together the workload policy. It was suggested to get the Dean APS to form a committee. Danny met with Dean Sablan on this issue. Danny also mentioned that he has names of people interested in serving the committee. President asked Dean Sablan to forward the workload form to Lorraine for discussion at the Staff Senate.

Committee Appointments – Dean Barnes provided the College Council members the committee assignments for Student Development staff. He said that for old business next week, Dean Sablan would provide the College Council members the committee assignments for Academic. Note that committee assignments should include both NMC and external.

Procurement Procedures – Raaj reported he has received comments from the college community. He said to hold back any action by the College Council because there's a new committee that is tasked with reviewing all policies and procedures. He proposes forwarding the procurement procedures to the Policies & Procedures committee for their review prior to the adoption of the College Council.

Pell Update – Raaj gave a summary of the current Pell status. He said DOE have considered our request to be removed from reimbursement to advance status. However, DOE have decided that they cannot entertain the full advance status at this time. Raaj said they are proposing a modified reimbursement status, which reduces the amount of time it takes to process a batch of files. They also propose a timeframe of an approximately one year in which

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they will monitor the college on this modified reimbursement status. Raaj said it would cost the college an additional \$35,000 to maintain RGM. He said this is a supplemental cost to our current budget and as such would require board consideration approval. He said PBEC met and unanimously agreed to recommend to the President to request for the approval of supplement budget of \$35,000 to our current operations budget of \$2M. ***(Pls. Refer to the Handout)***

Desk Audit – Raaj provided the members of the College Council a summary report on the request for a desk audit. As per the Board's direction, to do an RFP exploring other options to have a desk audit conducted at the college through external sources. As a result of the process, the college received three proposals and they are Dr. Stanley J. Spanbauer, San Diego State University Foundation, and Economists.com. A committee was formed and the decision of the committee was to recommend to the President and the Board the proposal from San Diego State University Foundation for a total cost of \$32,616. Due to financial constraints, the committee presents the Board with three options, which are 1) to pursue the external audit (SDSU Foundation), 2) to retain an independent consultant who would primarily serve as a mentor to a committee that would be form internally to do the audit, and 3) to have the desk audit be done internally. Raaj stated SDSU provided the best proposal and very competitive. ***(Pls. Refer to the Handout)***

Professional Tip – Dean Barnes professional tip was about the late Jimmy Valvano, North Carolina basketball coach died of bone cancer in 1993. According to the article, when Valvano found out he had cancer, he called all the students at NC State and faced them all. He was never afraid he had cancer. His famous words were “Don’t give up, don’t ever give up” and “Cancer can take my body, but it can’t take my mind and my heart, and my soul.” The article cites that Valvano named three things we should do every day, which are 1) Laugh, 2) Think, and 3) Cry. “If you laugh, you think, and you cry, that’s a full day.” Before he died in 1993, he was awarded the Arthur Ashe Courage Award.

Dean Barnes appoints Lorraine C. to be next facilitator.

Meeting adjourned.