



PROAC

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

Friday, March 4, 2011, 10:00 a. m. to 11:00 a. m.
Rm, N-5, As Terlaje Campus

Minutes

I. CALL TO ORDER

The meeting was called to order at 10:10AM. Keane Palacios served as recorder

II. ROLL CALL/ATTENDANCE

Quorum established, please see attendance sheet

III. ADMINISTRATIVE MATTERS

IV. ADOPTION OF MINUTES

A. February 18, 2011 Regular Meeting Minutes

a. Motion made by Dr. Griffin to adopt the minutes and seconded by Dr. Peters

b. Motion carries to adopt the minutes with changes

B. February 25, 2011 Working Session Notes

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. PROAC will be tasked with a plan to change our program review process

B. Cycle 4 of Program Review

- Compliance Matrix—Update
 - 91% Column 3 submission
 - Send copies to members
- Form 2 Committee—Update

- Keep in mind that the article was focused on administrative services
- Various ways on how to table the data
- Touch on mapping
- Need to come up with a deadline. The deadline for the draft is June 30th
- April 30th- deadline for draft of APS Form 2
- Adding programs/bodies/offices back on to the Form 1 compliance matrix
 - Force committees to come up with outcomes or goals and pursue them
 - Leo: without the assessment piece for committees we might fall back and not have ongoing meetings
 - Send out message to Deans and governance bodies about this
- Recommendations from 2010 Composite Report
 - Tabled

VI. NEW BUSINESS

A. Recommendations from the Governance Review Task Force

- a. 4 recommendations
 - i. 1st: encourage students to participate more in shared governance
 - ii. 2nd: President taken off governance bodies' membership
 - iii. 3rd: Redesign College Council
 - iv. 4th: President to initiate planning and route it through the governance bodies
 - v. **Motion to approve by Dr. Griffin and seconded by Dr. Peters**
 - vi. Lack of timing: need to update the PROA SP & Ops Plan
 - vii. Leo: what are the components of planning?
 1. Dr. Griffin: we need to answer who, what, when, where, how, and to what extent?

- viii. Galvin: planning was program driven, we need to have it thrown up and be leadership driven

ix. Motion Carries

VII. OTHER MATTERS

- a. Mission: Joe Peters
 - i. Endorse the College mission
 - ii. Most of the program missions have been updated
 - iii. Tabled to next meeting to be the first item on the agenda

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

IX. ADJOURNMENT

Meeting was adjourned at 11:00AM

PROAC

Regular Meeting/Work Session

Date: 03/04/11

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	Acting Dean, Community Programs and Services	
7.	Dawn Chrystal Revilla	Acting, Chief Financial and Administrative Officer	
8.	Jennifer Barcinas/ Martin Mendiola	Staff Representative, Rota Instructional Site	PRESENT
9.	Maria Aguon/ Rose Lazarro	Staff Representative, Tinian Instructional Site	PRESENT
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 (<i>John Cook served as proxy</i>)	Faculty Member (Appointed by Faculty Senate)	PRESENT
15.	James Kline	Faculty Representative, Academic Council	PRESENT
16.	Randall Nelson	Vice President of the Staff Senate	PRESENT
OTHERS PRESENT			
	Keane Palacios	PM, OIE	PRESENT
	Ray Mafnas Muna	PC, OIE	PRESENT
	Lisa Hacskaylo	IR, OIE	PRESENT
	Amanda Allen	IT Dept.	PRESENT