



## PROAC

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

Friday November 6, 2009, 8:30 a. m. to 10:00 a. m.  
Rm, N-5, As Terlaje Campus

#### Minutes

#### I. CALL TO ORDER

#### II. ROLL CALL/ATTENDANCE

1. Galvin Deleon Guerrero, Director of OIE
2. Daniel Kintol, Student (Appointed by ASNMC)
3. Tee Abraham, Dean of COMPASS
4. Henry Hofschneider, CFAO
5. Jennifer Barcinas, NMC Rota
6. Rose Lazarro, NMC Tinian
7. Dean Papadopoulus, Faculty Member (Appointed by Faculty Senate)
8. Leo Pangelinan, Faculty Member (Appointed by Faculty Senate)
9. Eric Johnson, Faculty Member (Appointed by Faculty Senate)
10. Joyce Taro, Vice President of the Staff Senate
11. Bertha Leon Guerrero, Outreach Learning Coordinator
12. Keane Palacios, Program Coordinator of OIE
13. Ray Muna, Administrative Manager of OIE

#### III. ADMINISTRATIVE MATTERS

- a) Galvin suggested that the next meeting be Wednesday 11/18

#### IV. ADOPTION OF MINUTES

##### A. October 28, 2009 Regular Meeting Minutes

- Eric motioned to change Old Business

- All adopted this minutes.

V. OLD BUSINESS

A. Records of Dialogue for Cycle 2 of Program Review

- Dean asked if we all submit reports to PROAC?
- Galvin answered yes that all faculty must submit their reports to PROAC.
- Galvin will issue out a replacement of group leaders.
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B. Assessment Updates

- i. SENSE Workshop: April 11—13, 2010

C. General Education Committee Work

- i. General Education Mission

- Galvin stated he will meet with Cindy before the next PROAC Meeting

- ii. General Education SLOs Cycle 2 Program Review

D. Cycle 3 Program Review

- i. Program Outcomes Deadline: November 25, 2009

- Rose asked if there were was a schedule for Rota and Tinian
- Galvin answered yes and we will contact them early next week to set up a session.
- Galvin stated that 11/16 most programs should have their outcomes ready.
- Leo asked if we could consolidate programs under the taxonomy and approval of any changes to the taxonomy.
- Galvin suggested that we bring this up to the next PROAC Meeting with a revised taxonomy.
- Dean suggested having 5 groups be divided into two rather than having them all in one group.

- Leo stated that back in March 2009, the president put certain programs under Leo. Leo asked, "How are we going to deal with it in PROAC?"
- Leo suggested submitting one program and highlight the 6 areas or programs they are covering.
- Leo requested to reduce the SLO's from 10-15 to 5 SLO's.
- Leo wants Counseling Services to work as a team to evaluate all recommendations.
- Galvin suggested that CPS goes wide but not deep into the programs. It makes sense to consolidate all these programs.
- Bertha stated that IT is facing the same issue because it deals with 3 programs.
- Galvin stated that the team argument is persuasive enough and this seems like a Human Resource issue.
- Leo asked that PROAC recognize this issue and have it easier for him.
- Tee suggested that this is why program review is very important. Also, she suggested that it is important for Leo to really look at the mission statement.
- Dean suggested that there are too many specializations in that office and too many cross training going on.
- Tee seconded Dean's point and come up with a best name for Student's Services.
- Galvin suggested that if programs were to consolidate then have each team member to put their work in connection to the college and program's mission statement.
- Leo said that there is a definite need for specialization.
- Galvin proposed that each program perform a Form I and have only one Form II.
- Dean suggested that it could also help each program understand what each program does.

- Galvin suggested rather than develop 10-15 for each program but develop 6.
- Galvin stated that we keep items on taxonomy but re arrange it.

ii. Revised/simplified Form 2

iii. Training and Support

VI. NEW BUSINESS

A. PROAC Master Calendar—Update

- Galvin will try to get any new changes from BAFC.

VII. OTHER MATTERS

VIII. ADJOURNMENT

- Adjourned at 9:40 AM