

Northland Pioneer College
Strategic Planning and Accreditation Steering Committee (SPASC)

8/15/08 Minutes

In attendance: Jeanne Swarthout, Mark Vest, Blaine Hatch, John Velat, Pat Canary, Donna Ashcraft, Mike Lawson, Eric Henderson, Cindy Hildebrand, Ann Hess, Russell Dickerson

I Approval of 8/1/08 minutes

- Ideasfornpc.edu (8/1/08 minutes, item IV, 4th bulleted item) was changed to ideasfornpc.com.
- Pat moved to approve minutes as amended; second by Blaine.
- 8/1/08 minutes unanimously approved.

II Subcommittee Reports

- Criterion 1: The group met 8/14/08 and finalized the 12 question survey to be administered on laptops at convocation. The group also worked on evidence and looked at the Constellation survey. The next two Criterion 1 meetings have been scheduled.
- Criterion 2: The group has not met since 8/1/08 SPASC meeting. Group members are examining data and putting together a list of questions and concerns.
- Criterion 3: The group has not met since 8/1/08 SPASC meeting. Eric Henderson has been working with data which he will forward to subcommittee members. Questions regarding data will be forwarded to SPASC.
- Criterion 4: The group will not meet until after registration. Data has been received and was not helpful. Recommendations for better data collection will be formulated.
- Criterion 5: Candy Howard has compiled Constituent Survey information and should have a report by the end of the week.
- Communications: The group has not met since 8/1/08 SPASC meeting. Ann will pick up the accreditation plates in preparation for the September District Governing Board meeting.
- Data: No report; Nettie on leave.
- Jeanne suggested that SPASC look at the upcoming legislative reports for useful information.

III Convocation

- Blaine to host "NPC Jeopardy" and Eric Henderson will be the scorekeeper.
 - Blaine and Donna will review Jeopardy questions.
 - The grand prize will be two tickets for the Cardinals/Broncos game and a parking pass.
 - Task: Bring bells, whistles, horns, etc. for use as game show buzzers.
- Task: Russell is to e-mail CASO President Suzanne Trezise and request time for Jeanne to give a brief accreditation update at the August 29th All-CASO meeting on Video 1.

IV Breslin visit preparations

- Mary Breslin is not available to address the college at fall convocation.
- Task: Jeanne will explore other HLC representative options. Ideas included inviting Lynn Preiddy or Sue Darby to spring convocation.
- Jeanne has repeatedly reminded the District Governing Board (DGB) of the Breslin visit and requested suggestions for preferred meeting times.
- Groups that need to meet with Mary Breslin include the DGB, faculty, CASO and SPASC.

- Faculty Association President Mike Lawson has been asked for two possible meeting times.
- V Parking Lot
- Currently available on myNPC. SPASC looked at the Parking Lot on the SmartBoard. The “green” initiative is available for comment.
 - Suggested changes to myNPC Parking Lot:
 - Parking Lot needs to be moved to the Home tab.
 - Two more topics need to be added to the Parking Lot.
 - Task: Jeanne and Cindy will work on adding two additional topics and determine if the forum owner can moderate comments before they are posted.
- VI Strategic Plan revisions
- Strategic Plan revision must be completed and duplicated so it can be distributed to DGB members for a first read.
 - Jeanne identified the need to review completion dates beyond 2009. More realistic dates are needed.
 - Task: Jeanne and Donna are to contact designated pillar contacts to request more accurate completion dates and fill in missing core components.
 - Task: Donna to send full version (with current revisions) to committee members for review.
- VII Writing the Self Study and Critical Data
- Last week Donna sent out an e-mail asking for feedback on data received.
 - Additional investigation needed for information on lateral moves (who/when) and sabbaticals (who/when).
 - Subcommittees are to contact Donna or Eric Bishop if unable to find data.
 - An NPC Treasure Hunt Week will be held before Thanksgiving. During this week, the focus of the college will be to search offices and files for information. A list of desired information items will be released the Monday of Treasure Hunt Week. Prizes will be given to individuals who turn up the most information.
 - Task: Subcommittees will submit recommendations of key points to be highlighted in the narrative portion. Key points should include strengths (what NPC is doing well) and weaknesses (challenges and areas NPC can improve).
- VIII Other
- It was announced that Eric Bishop has been accepted into the Higher Learning Commission’s Peer Review Corps for AQIP.
 - Task: Think about titles for the self study and what types of graphic presentations of data are to be included.
- IX Meeting Review
- Russell reviewed tasks and decisions with SPASC members.

Pat moved to adjourn; second by Eric Henderson.

Meeting adjourned.

Next meeting: September 5th, 8:30-10:30am, Audio