

Northland Pioneer College
Strategic Planning & Accreditation Steering Committee
December 7, 2007
Audio Room, PDC

Meeting Summary

Attendees: Eric Henderson, Eric Bishop, Cindy Hildebrand, Donna Ashcraft, Mark Vest, Jeanne Swarhout, Blaine Hatch, Trudy Bender, Pat Canary, Frank Pinnell, Nettie Klingler, Rose Kreher, sect'y

1) Subcommittee Reports

- a) #1: Will be presenting report on subgroup's activities to the District Governing Board meeting on Dec. 18.
- b) #2: Will meet today following SPASC main to analyze results their survey results
- c) #3: Group continues approaching tasks by posting questions for which data will be needed
- d) #4: Donna reported on behalf of Leslie Collins. Leslie is meeting on individual basis with group members to develop list of data needs.
 - (1) List will go to the data committee (see later for procedure)
- e) #5: Eric Bishop reported for Curtis Casey. Group would like permission to add Business & Industry Coordinator David Hansen to membership. (Committee OK'd). Continues working on matching goals with pillars, and will have a meeting in late January on the audio system.

[Donna reminded all the committee chairs that their subgroup minutes/summaries need to be posted into their SharePoint sites.]

- f) Communications Team will meet with Jeanne on December 13.
- g) The group's focus will be on how to publicize the HLC resource site/center that Trudy is constructing and compiling.
- h) Will also consider promoting activities center on mock up of Self-Study that should be done by the end of spring 2008.
- i) An abbreviated delegation of the Assessment Academy group (Eric Bishop & Pat Canary) will attend a January session of the Academy. All members of the group will travel to Lisle for February session.
 - (1) Jeanne says they are free to use the proposal she drafted for entry into the Academy or start fresh with one of their own devising.
- j) The Compliance vs. Commitment HLC team will continue their schedule of meeting with groups to initiate a culture of caring about assessment.
 - (1) Have done presentation to President/VP executive council
 - (2) Will do short presentation at next DGB and then plan to appear at next Deans meeting

- k) Jeanne reported on her recent Peer Review Core Training session, points that will be useful when we draft our self-study
 - (a) Examples of evidence have high priority
 - (b) Self study report should be done in a “single voice”
 - (c) Reduce redundancy
 - 1. Focus on conciseness and clarity
 - (d) Investigating teams can comment on our assessment activities, but can invoke no actions as long as we are participants in the Assessment Academy
 - 1. Therefore, school must follow through on its Academy commitment

- 2) Data requests procedures were worked out
 - (a) Requests from the various committees and sub groups will be “triaged” and come first to SPASC main, where they will be vetted and then sent on to the Data team.
 - 1. The data team will provide data to the requestors who then will report their satisfaction to SPASC main.

- 3) College Council will be addressing the “Great Ideas Assignment” at its meeting this afternoon.

- 4) HLC will send two facilitators to present the Constellation Survey results at the January 11 Conversation Day Convocation.
 - a) Vital Focus team will meet before then and decide on roles it needs to undertake
 - b) Rose will type audience responses
 - c) Jeanne’s office will be sending out the day’s agenda to everyone
 - d) Because the emphasis will be on HLC visit, there won’t be time to do usual convocation activities such as meeting the new hires and making longevity awards
 - (1) May have additional NPC event later in the year (a picnic?) where these activities could take place
 - (2) This will be announced at end of Conversation Day

- 5) Timeline issues need to be considered.
 - a) Mary Breslin has booked a visit in October 2008 – how can we get her visit out to the entire college?
 - b) We can ask for a mock team visit in coming Spring semester

- 6) Next meeting will be December 21 at Silver Creek, 9:30-11:30
 - a) Donna will let folks know location
 - b) Eric Bishop will do short overview of wiki concept for future info sharing
 - c) Discuss server needs
 - d) Lunch at area restaurant will follow.