

Northland Pioneer College  
Strategic Planning And Accreditation Steering Committee Main Group  
Dec. 21, 2007  
SCC Audio Room

**Meeting Notes**

Attendees: Nettie Klingler, Donna Ashcraft, Cindy Hildebrand, Bill Grindstaff, Eric Bishop, Rose Kreher (sect'y), Blaine Hatch, Jeanne Swarhout, Mark Vest, Eric Henderson, Pat Canary

- 1) Subcommittee reports:
  - a) Blaine reported that Criterion One gave a presentation at this week's District Governing Board Meeting
  - b) Mark said that his group, Criterion Two, felt it was moving too slowly so the group has divided up into four two-member teams to work on the individual goals.
    - (1) Andrew and Eric are using the Criterion Two survey results as a basis for their work.
    - (2) The group will present at the January 15, DGB, and will get materials to Brandy by the 7<sup>th</sup>
    - (3) Mark said that the student rep has not attended three meetings and will find a replacement
  - c) Criterion Three has developed questions for 3 of 4 of its components. They will meet again in January. Jeanne and/or Donna or Eric Bishop can attend to help them match components to Actions
  - d) Leslie, chair of Subcommittee Four is still working individually with members of that team.
  - e) No report for Subcommittee Five; Curtis, the liaison to the committee was out of town.
  - f) SPASC members felt that Five could add the job position (held by David Hansen who resigned from the college last week) to the group's membership. (Rose will let Candy know.)
  - g) The Communications Team met with Dr. Swarhout last week. The group now is aware of its mandate, "to communicate internally and externally on the progress of the efforts and activities toward achieving re-accreditation.
  - h) The Data Committee met in Winslow with Donna and Jeanne
    - (1) Will replace Phil Wills with Terrie Shevat (Rose do)
    - (2) Reviewed first data request sent by Subcommittee Four, noting which are do-able, which are not.
    - (3) Data Committee will develop a form with guidelines to help subcommittees with their requests especially about being more specific in prioritizing and date ranges

- (4) Group needs to develop ways to collect data on students who have left NPC and moved on to jobs, etc.
  - (i) Will bring recommendations on ways and means to the SPASC main group
- i) Trudy (not in attendance) told Donna that data is coming in to the Resource Center although there are large gaps. She will put on another push later. Right now she is trying to pace herself.
- j) Pat Canary reported on the activities of the Commitment vs. Compliance Team (“Commitment Team”)
  - (1) The word “assessment” is not allowed: Thrust of this team is to convince NPC faculty & staff that they should be “dedicated to improving student learning.”
  - (2) Gave brief presentation to the DGB last week
  - (3) Will next present to the Deans (Rose & Nettie schedule)
- k) Jeanne says that as a peer evaluator she is currently reading eight assessment evaluations from different schools she can help the Assessment Academy team develop a good document.
- l) Vital Focus will meet following lunch today to do general plan for Convocation
  - i) Individual comments have been redacted from the 90-page comment section of the Constellation survey; it’s down to 66 pages now.
    - (a) Issue is best way to disseminate.
    - (b) Good approach suggested by Blaine: Arrange comments by themes with summary comments and post in the public Resource Room. Others wishing to see the full comment section will be referred to the InfoWeb.
    - (c) Bill will deal with the issue of users inability to access the Infoweb on non-networked computers.
    - (d) One issue that faces the VF team is how to link Accreditation/Conversation activities with the strategic plan
    - (e) Lynn Priddy has suggested that the team have staffers take a priority from the Accreditation Process and then link it to the appropriate action on the Strategic Plan.
    - (f) Should the full Strategic Plan/Action plan be disseminated?
    - (g) Convocation will start earlier, feature both continental breakfast & lunch
- 2) Eric Bishop did a presentation on how SPASC and the college could implement a “wikii” as a way of collaboration and sharing input
  - a) Main drawback to wiki is that anyone can edit, although Eric said this can be limited
    - (1) Can be partitioned off into open and/or secure sections
  - b) Pros include: speed in data sharing, user friendly, easily modified, can be accessed from anywhere with Internet connection
  - c) Can be on our own servers if we like
  - d) Probably be open source
  - e) Pretty secure
  - f) Eric would maintain

- 3) Do we need to have a new server? Bill says that our current server, about 4-5 years old with 80 Gigs is currently adequate.
  - a) As long as we are not heavy on graphics, should be good for a while.
- 4) Under “other” business:
  - (a) VPs almost finished with assigning responsibilities for Action Plan actions. Folks need to be contacted so they know.
  - (b) May announce at end of Conversation Day, and have Communications Committee figure out way of dissemination by January 30.
  - (c) Next meeting of SPASC main will be Friday, January 18, 8-30—10:30, audio rooms.

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