

Northland Pioneer College
Strategic Planning & Accreditation Steering Committee (SPASC)
May 16, 2008
Audio Rooms

Meeting Minutes

Attendees: Blaine Hatch, Jeanne Swarthout, Eric Henderson, Pat Canary, John Velat, Troy Eagar, Donna Ashcraft, Eric Bishop, Jennifer Witt, Ann Hess, Rose Kreher

- 1) Minutes of the May 2 meeting were unanimously approved on a motion by Swarthout, second by Hatch.
- 2) Subcommittee reports:
 - a) Criterion 1: Blaine reported the group had a teleconference yesterday and discussed summer meetings schedules. Group has also looked at some other self studies is organizing their reports using these as models. The Criterion One data request has been pared down and will be ready to send to the data team by early next week.
 - b) Criterion 2: Mark not in attendance. Eric Bishop said he was told nothing changed since last report (May 2); group will be meeting this coming Thursday at SCC.
 - c) Criterion 3: There will be a mid-June meeting possible for this group. Faculty pay incentive and more flexible schedules should help.
 - d) Criterion 4: Donna reported for the group is getting ready to work on their recommendations.
 - e) Criterion 5: Schedules of members of this group have been too busy to allow for a meeting. No report.
 - f) Communications Committee: This group met yesterday afternoon via teleconference lines. They are working on what they hope will be a memorable presentation to the District Governing Board at the September meeting.
 - i) Ann Hess asked Jeanne to find out the favorite pizza toppings of the members.
 - ii) Some membership complications have arisen in this committee. Rose will send Jeanne a memo so that some new members can be appointed and/or switched to other committees.

g) Data Committee: No report, but John Velat did find out this week that he is a member. He has not been receiving any communications from the committee, but now will be added to their distribution group.

h) Assessment Academy: Eric reported that the subcommittee on Student Assessment of Knowledge (ASK) was officially approved at an electronic meeting of the Instructional Council. The Assessment Academy team are core members of ASK, but two additional faculty members will be required this fall. These two will be from divisions (NUR & WD) not represented by the academy members.

(i) No feedback has been received from the email announcing prizes for best assessment report done on Dialog Day.

(ii) Only two students have responded to participate in the Academy pilot project for assessing critical thinking skills. One interviewee did well (7-8 on a 10 point scale). Another interview will be this afternoon.

3) Commitment versus Compliance (aka: CvC Team) Will resume activities in August.

4) Resource Center: No report. Trudy on leave.

5) HLC Center Visit Report: Jeanne said the evaluator's report on his centers visit (STJ, Hopi & WRV) was extremely positive.

i) There were two missteps noted: lack of private advising space at Hopi and lack of assessment of student learning in this particular modality.

Reminder: Jeanne needs to send HLC Center visit report to the Resource Center

ii) The visiting team will get his report as part of a pre-visit packet provided by the Higher Learning Commission to each of the team members.

6) HLC Visiting Team areas for consultancy: Four areas where the college would benefit by having a team members who are well-versed were identified as:

i) Taking assessment institution-wide

ii) Building stronger partnerships to offset funding cuts

iii) Recruiting minority students and faculty

iv) Online consultation – policies and processes for online learning

Jeanne will talk to Mary Breslin to see if we can get “experts” in each area; possibly not ‘D’ as we have to do a change request to address online learning.

7) Pillar updates for Strategic Plan:

a) Pillar One submitted by Eric will become the new template for the master Strategic Plan

Donna will send out the template pillar chairs to use. Revised versions then go to Rose so she can update master plan.

- (a) Eric went over the updates of outcomes to date and made a number of other revisions.
 - 1. Deans will be meeting on June 11 to update outcomes in their areas.
- (b) Jeanne will need this info to present revised & updated strategic plan to board members
- b) Pillar Two is Pat and Nettie (someone let Mark know he isn't pillar two; he is pillar six)
 - i) The group went over pillar two and noted achievements to date.
 - ii) Pat will make changes and send his revised pillar to Rose for updating master document
- c) There is no Pillar Three.

John Velat will submit the Master Technology Plan using the Pillar format.
- d) Pillar Four to be revised with major changes.
 - (a) Cindy and Donna and Troy will work on it next week.
- e) Pillar Five is under Blaine's direction.
 - (a) He will do some merging as there is much duplication within this pillar
- f) Pillar Six (someone tell Mark this is his)
- 8) Proposal for faculty compensation for summer: It was the consensus of SPASC members that faculty who spend the equivalent of two days time devoted to Criterion issues (meetings, prep for meetings, etc.) will receive about \$500, or the equivalent of two days of pay.
 - (a) Criterion chairs should advise their group faculty members of this plan.
- 9) Fall ALLSPASC retreat: Eric Bishop, Jeanne, and Donna will come up with three possible dates to present to folks for a decision.
 - (a) Need to do ASAP as dates get booked early for fall schedules.
- 10) Suggestion Box (aka Parking Lot): Still need a place to post ideas and suggestions for future strategic plans. Where? How? Let folks know?
- 11) Rose rewarded: Rose, SPASC secretary, was lavishly-gifted by SPASC members for her continual nagging, whining and satiric commentary over the past two years. Bye, folks. Thanks.