

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, March 6, 2015

8:30 a.m. – 11:00 a.m.

Video II

Members in Attendance: Stan Pirog for Gary Mack, Eleanore Hempsey, Kenny Keith, Randy Hoskins, Doug Seely, Maderia Ellison for Blaine Hatch, Sandy Manor, Peggy Belknap

Advisory Members in Attendance: Jeanne Swarthout

Staff in Attendance: Tracy Mancuso, Lisa Jayne (Recorder)

Guests: Jeremy Raisor, Rickey Jackson

1. Approval of Minutes from 2/20/2015

*Peggy Belknap made a motion to approve the 2/20/2015 minutes. Kenny Keith seconded. **The motion passed unanimously.***

2. Ace/Competency Based Credits – Jeremy Raisor

Jeremy Raisor reviewed Mohave Community College's information on Ace/Competency Based Credits and stated that there were several institutions in that State that did not have any information on this topic. The Credit for Prior Learning table on Mohave CC website was reviewed.

*Peggy Belknap made a motion that SPASC request Instructional Council form a task force to develop a Credit for Prior Learning table similar to Mohave Community College's. Doug Seely seconded. **Motion Passed unanimously.***

Task: Mark Vest will send request to IC to form a task force to develop a Credit for Prior Learning table.

3. Criterion team 1 update report - Rickey Jackson/Jeanne Swarthout

Rickey Jackson reviewed current evidence for Criterion 1.

Jeanne Swarthout asked if Criterion teams are meant to work on assurance as well. It was decided that it would be best to discuss Criterion Team and HLC Assurance issues when Director Wasson was in attendance.

4. *Review need for tracking tool of action items from criterion presentations*

Randy Hoskins stated Criterion 1 Team recommendations were addressed by sending a memo to the President with recommendations. He stated he thought there needed to be clearer steps for the Criterion teams to follow as the other criterion teams did not have a follow up process. President Swarouth stated she still was not clear on who should be loading the portfolio assurance as items were addressed. It was decided that a protocol that addressed both how and who in regards to compliance of criterion would be determined.

Randy Hoskins stated SPASC needs to look at the process and lay out a clear cut idea of who carries forward projects.

Task: Leslie Wasson, Mark Vest, and Randy Hoskins will discuss the who and how of HLC compliance to bring back to SPASC at a subsequent meeting.

Criterion Team updates will be postponed until after SPASC addresses this issue.

5. *Review convocation summary & raw information*

Randy Hoskins asked SPASC members if they had received any feedback from the College on the convocation summary that had been sent out. No one had received any.

Sandy Manor made a motion to approve the four priorities outlined in the Convocation Strategic Planning Breakout Summary. Doug Seely seconded. Motion passed unanimously.

Task: Mark Vest will send out an email to the College listing the four priorities with subsequent steps in the process.

6. *Prep for Board retreat 3-12-15 – Randy Hoskins*

Mark Vest will present SPASC priorities to the Board at the retreat. The Board has not requested any additional information at this point.

7. *Review Pass Initiative & Priority Work sheet & Operational plan – Randy Hoskins*

Randy Hoskins reviewed a proposed “How to Use Strategic Planning Forms” for discussion and editing.

Task: SPASC members will review Pass Initiative & Priority Work sheet & Operational plan and come prepared to suggest any edits at April 3 meeting.

8. *Next Steps/Review of Tasks*

-Criterion Team follow up reports will be postponed until sometime in April.

-**Task:** Lisa will send out Leslie Wasson’s email to SPASC on Criterion Team steps.

-**Task:** Randy and Mark will discuss adding criterion team members as needed

-**Task:** Mark Vest will send request to IC to form a task force to develop a Credit for Prior Learning table.

-**Task:** Leslie Wasson, Mark Vest, and Randy Hoskins will discuss the who and how of HLC compliance to bring back to SPASC at a subsequent meeting.

-**Task:** Mark Vest will send out an email to the College listing the four priorities with subsequent steps in the process.

-**Task:** SPASC members will review Pass Initiative & Priority Work sheet & Operational plan and come prepared to suggest any edits at April 3 meeting.

9. **Adjourn**

*Doug Seely made a motion to adjourn. Kenny Keith seconded. **Motion passed unanimously.***