

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, May 6th 2016

8:30 a.m. – 11:00 a.m.

Video II

Voting Members in Attendance: Mark Vest; Tracy Mancuso (Proxy for Eleanore Hempsey); Stan Pirog (Proxy for Kenny Keith); Randy Hoskins; Ann Hess; Peggy Belknap; Sandy Manor; Tamara Martin; Maderia Ellison; Margaret White; Mark Ford; PJ Way.

Advisory Members in Attendance: Jeanne Swarthout; Bill Fee.

Staff in Attendance: Paul Hempsey (Recorder).

Others in Attendance:

1. Approval of Minutes from 04/15/2016

*Stan Pirog asked for an amendment. Peggy Belknap made a motion to approve the 04/15/2016 minutes with amendment. Sandy Manor seconded. **The motion passed with a majority vote.***

2. SPASC Meeting Schedule

Mark Vest pulled up the remaining schedule of meetings through July 15 and asked the committee for their thoughts and preference for next year's schedule.

Peggy Belknap commented that during the summer months of May, June, and July she would like to see the schedule change to one meeting per month. Sandy Manor added that she agreed but the one meeting per month would be best handled in person rather than on the distance system. Mark Vest asked if the group wanted to change the current schedule to finish out this academic year. The consensus was to remove the distance meetings from the 2015-16 schedule and maintain the in-person meetings. After discussion it was also decided to keep the May 20 meeting as direction from the Board, on Strategic Priorities, was expected at the May 17 Board meeting.

*Peggy Belknap made a motion to revise 2015-16 SPASC schedule and have in person meetings on May 20, June 17, and July 15 at the locations currently listed. Stan Pirog seconded. **The motion passed unanimously.***

Peggy Belknap asked the committee if two meetings a month were required. Randy Hoskins commented that accreditation had been off the table recently and it may need to come back next year. President Swarthout agreed. Sandy Manor commented that historically it was demonstrated that the committee did have a need for two meetings a month without accreditation being discussed much.

*Sandy Manor made a motion to roll over the SPASC schedule, with the aforementioned revisions for the summer months, for next year. Tracy Mancuso seconded. **The motion passed unanimously.***

3. SPASC Membership

Mark Vest reported that the Faculty Association (FA) would be working on nominating a replacement Faculty member to fill Doug Seely's position upon his retirement. Margaret White reported that CASO had selected Colleen Readel to fill her position as she will also be retiring. A discussion on non-voting and proxy members of the committee resulted in the opinion of keeping the list as is with the hope of filling some of the vacancies soon. President Swarthout removed herself from consideration as a proxy.

4. Archives Clean-Up Report

President Swarthout commented that work had begun on the clean-up and the committee should see the progress if they visit the archives page. Unnecessary links have been removed and sections, such as committee minutes, have been brought up-to-date. It remains a work in progress.

5. Survey Results

Mark Vest reported that the survey received 9 more responses than they should have to survey questions, meaning a few participants may have added more than one response per box. 99 participated in the survey, up from 50 two years ago, with 230 responses total. The committee had no concerns using the results from the survey and suggested moving forward with an update to the college. Mark Vest will provide a summary to the college before dispersion for the summer.

6. SCC Library Update

The Board has been made aware of the President's decision and a summary was sent to the college. Utilizing a staffing proposal made by Stan Pirog, Head Librarian, on how to provide a continuation of services at the same level, the library will remain open for an additional year. It will also provide the Head Librarian with some long term flexibility as it includes an Associate Librarian position along with temp help.

7. Next Steps/Review of Tasks

Task: Remove remaining Distance Meetings from SPASC calendar for this year – **Paul Hempsey**

Task: Roll over SPASC calendar (with amendment for summer months) for next year – **Paul Hempsey**

Task: Update the college on Survey Results – **Mark Vest**

Task: Contact OR's on updating the Strategic Priorities webpage – **Mark Vest and Ann Hess**

Task: Agenda Items – **Paul Hempsey:**

- Review Strategic Plan webpage and progress made.
- Identify schedule to invite OR's to meetings to update the committee.

- Consider new priority recommendations as provided by all groups.
- Fall Convocation planning

8. Adjourn

*Sandy Manor made a motion to adjourn. Peggy Belknap seconded. **Motion passed unanimously.***