

Northland Pioneer College  
Strategic Planning and Accreditation Steering Committee (SPASC)  
02-05-10

Members in attendance: Russell Dickerson, Claude Endfield, Blaine Hatch, Mary Mathias,  
Debbie Myers, Mark Vest  
Advisory members in attendance: Ann Hess, Jeanne Swarthout,  
Trudy Bender, Eric Bishop, Cindy Hildebrand

Guests: Hallie Lucas (recorder)

I. Approval of Minutes

a. Approval of 12-04-09 Minutes

- i. Discussion from III, h: Mark said that he met with Sandy Johnson right after the 12-04-09 meeting and gave her the list of names of potential faculty members for replacements of outgoing SPASC faculty members. He asked her to have the faculty provide the president with their recommendations. We need one from the Career and Technical Education area and one from the Arts and Science Department. Mary will bring this up at the Faculty Association Meeting today. Jeanne would like to give the Faculty Association a chance to respond by Friday, 02-12-10; otherwise, she will make the appointments. In addition, Deb Myers did accept the invitation to join SPASC.
- ii. Mary moved to approve 12-04-09 Minutes; second by Blaine.
- iii. Unanimously approved.

II. Membership: Update and Discussion

- a. Eric B. stated that we want to discuss sub-criterion teams and what we should do with them. He also noted that a new co-chair needs to be selected.
- b. It was agreed that advisory members are:
  - i. IS Director, Eric Bishop
  - ii. Trudy Bender
  - iii. Jeanne Swarthout
  - iv. Ann Hess
  - v. Cindy Hildebrand
  - vi. Eric Henderson
- c. As clarification, Eric B. will be an advisory member; however, he will remain as co-chair.
- d. It was agreed that Mary would be the new co-chair.
- e. Discussion regarding sub-criterion teams:
  - i. It is a good idea to keep them on for a while to assist with the Higher Learning Commission (HLC) recommendations.
  - ii. If and when the new shared governance goes into effect, the tasks of the sub-criterion teams may go away.

- iii. It was decided to ask the sub-criterion teams to look at the Assurance and Advancement recommendation from the HLC during Spring 2010 and link them up to the pillars, Strategic Plan and the criterion components of HLC and make recommendations to SPASC.
  - iv. Hallie already checked with the criterion team leaders and clarified the membership of each team. It was agreed that she can use these lists to clean up the membership roster in JICS.
    - 1. Donna Ashcraft would like to stay on the list in JICS and SPASC agreed that would be a good idea.
  - v. It was confirmed that the SPASC Main/voting members are:
    - 1. Russell Dickerson
    - 2. Claude Endfield
    - 3. Blaine Hatch
    - 4. Sandra Johnson
    - 5. Mary Mathias
    - 6. Debra Myers
    - 7. Don Richie
    - 8. Mark Vest
    - 9. CTE Representative (to be determined)
    - 10. A&S Representative (to be determined)
- III. HLC Recommendations: Assurance and Advancement
- a. Eric B. sent this final document out to the SPASC Committee members on 02-04-10.
  - b. Eric B. noted that there really isn't much in the Assurance section that we need to address; however, there are many items in Advancement that we need to look at.
  - c. Jeanne clarified that no, it is not automatic that we will do everything recommended in the Advancement section. She also noted that we do need to look at every recommendation.
    - i. Jeanne also feels that the sub-committee's need to go through the recommendations and connect them to pillars and criterion components and look at them carefully in terms of what we should and should not address at this time. Jeanne also recommended that each team look at the whole Advancement Section and determine which pieces go where in their view of things. They need to submit their input before the 03-05-10 SPASC Meeting.
      - 1. After the sub-committees give input, the SPASC Main Committee needs to discuss the recommendations while taking into consideration the input from these committees.
      - 2. Changes to the Strategic Plan include input from:
        - a. Sub-criterion Committee recommendations.
        - b. The SPASC Main Committee.
        - c. Budget Committee.
        - d. Suggestions derived at Convocation.
  - d. Jeanne stated that we need to have the Strategic Plan to the DGB in May for approval in June.
    - i. Jeanne said that SPASC needs to use the two March meetings to focus on pulling everything in for the Strategic Plan and beginning to revise the plan.
    - ii. It was agreed that, at this time, we do not need to solicit input from other areas of the college regarding the Advancement section.

- e. Jeanne noted that it might be important to have someone from the Learning Technology Committee out of Instructional Council (IC) on SPASC Main or on the Pillar 3 Team.
- IV. Discussion: Process to Include Comments from the College into the Strategic Planning Process
- a. Mary suggested that we might ask the Pillar leaders to gather information/input from their area of the college and it was agreed that this is the best way to proceed. It was also agreed that the Pillar Teams need to look at the Advancement Section and give input.
    - i. Jeanne recommended that we keep the existing Pillar chairs.
      - 1. Discussion regarding Pillar Teams confirmed:
        - a. Pillar 1 – Eric Henderson, leader; Jennifer Witt; Orina Hodgson
        - b. Pillar 2 – Mark Vest, leader; Curtis Casey; Jake Hinton-Rivera
        - c. Pillar 3 – Eric Bishop, leader; IC Committee (faculty) Member; Sandy Manor will be invited to join
        - d. Pillar 4 – Peggy Belknap, leader; Mary Mathias; Bobbi Sample; Renee’ Johnson
        - e. Pillar 5 – Maderia Ellison, leader; Sandy Johnson; Susan Olsen
        - f. Pillar 6 – Blaine Hatch, leader; David Huish; Blaine will look for a faculty member to join this Pillar
    - b. Task: Eric B. will contact the Pillar Chairs to ask them to gather information/input from their area of the college and ask them to submit recommendations regarding the Advancement Section and the Strategic Plan.
- V. Other
- a. Task: Once new members are selected for the Pillar Teams and SPASC Main, Eric B. will guide Hallie in making sure the SPASC Membership in JICS is updated properly.
  - b. Motion made by Claude to adjourn; second by Mark.
    - i. Unanimously approved.