

**Northland Pioneer College**  
**Strategic Planning and Accreditation Steering**  
**Committee Meeting Minutes**

Friday, June 16th 2017

9 a.m. – 11:30 a.m.

PDC – LC142

**Voting Members in Attendance:** Jason Foutz (Proxy for Colleen Readell); Bill Fee (Proxy for Nicole Ulibarri); Susan Jamison; Peggy Belknap; Eleanore Hempsey; Randy Hoskins; PJ Way; Maderia Ellison; Vicki Bessinger; Ann Hess.

**Advisory Members in Attendance:** Jeanne Swarthout; Mark Vest.

**Others in Attendance:** Paul Hempsey (Recorder); Renell Heister;

**1. Call to Order**

Mark Vest called the meeting to order.

**2. Roll Call**

Paul Hempsey conducted the Roll Call.

**3. Approval of Minutes from 05/19/2017**

*Jason Foutz made a motion to approve the 05/19/2017 minutes. Bill Fee seconded. **The motion passed with a unanimous vote.***

**4. Childcare Update**

Mark Vest mentioned Dr. Landy was out sick today and provided a brief update for her. Blue Ridge has dropped their pre-school program and the principal would like to partner with us to open it again.

Location was mentioned as an issue as the committee had identified Show Low as the best trial location. It was suggested looking to partner with the Show Low Pre-K program.

**5. Transportation Update**

Mark Vest noted he had reviewed the scholarship situation and feels that he can reallocate some of the current money without too much issue in the tune of \$20,000 - \$25,000 for a trial in Spring 2018. A program similar to the Housing Scholarship, with specific requirements the student will need to meet, could be attempted. The form the scholarship should take was discussed with the general consensus being that the students should receive money, as with other scholarships, to be used as they deemed best for their needs.

The committee did ask for further information on potentially allowing students to utilize college vehicles with a potential driving safety test required.

Mark Vest agreed to bring back further scholarship plans to the July meeting. Maderia Ellison stated fleet usage data had already started coming in and would bring all the data to the July meeting also.

#### **6. Mission, Vision, Values.....**

Jeanne Swarthout presented the sub-committees recommendation and a timeline for college (Email on August 1<sup>st</sup> and discussion at Convocation) and Board (September Board meeting) approval.

*Peggy Belknap made a motion to approve the draft as presented. Ann Hess seconded. **The motion passed with a unanimous vote.***

#### **7. SPASC Yearly Calendar**

The committee reviewed the 2016-17 calendar and discussed the needs for the upcoming year.

*Eleanore Hempsey made a motion to roll over the 2016-17 calendar, with the removal of the first meeting in January. Jason Foutz seconded. **The motion passed with a unanimous vote.***

#### **8. Convocation**

The committee reviewed the draft agenda provided. Randy Hoskins offered to grill again with proceeds going towards another scholarship in Friends & Family. Providing an after lunch sign in sheet again was also requested. Breakout sessions were approved and Paul Hempsey was asked to contact Dr. Ma regarding facilitation of the Distance Learning Breakout for Faculty.

#### **9. Other Discussion**

The committee agreed the current priorities were progressing on their own and decided to start moving forward with next two priorities at the July meeting. Accreditation was also suggested for a long discussion during the July meeting and Paul Hempsey was asked to invite the Assurance team members. Dr. Swarthout noted the college had received information on their 5yr multi-location site visit in Fall 2017 and Jason Foutz will take the lead. For Assurance purposes it was suggested Eva Putzova be invited to a SPASC meeting (August) along with the new Data Analyst.

Eleanore Hempsey suggested that SPASC could be split into sub groups to work on upcoming projects to make them easier to approach and more productive. The committee requested an update from the Training Coordinator on what has already taken place, what is being planned and how they are choosing who to offer trainings to. A discussion on MyNPC revamp was also added.

#### **10. Next Steps/Review of Tasks/Agenda Items**

**Task:** Transportation Scholarship Funds and Criteria – **Mark Vest**

**Task:** Fleet usage data – **Maderia Ellison**

**Task:** Invite all members of criterion teams to July SPASC meeting – **Paul Hempsey**

**Task:** Invite Jinger, with the training operational plan, to July meeting – **Paul Hempsey**

**Task:** Connect with Dr. Ma for Convocation Breakout – **Paul Hempsey**

**Task:** Invite Dr. Putzova to August meeting – **Paul Hempsey**

**Task:** Invite new data analyst to July meeting if they have started. – **Paul Hempsey**

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

- I. Accreditation – Lots of time
- II. Priorities III and IV
- III. MyNPC updates
- IV. Transportation and Childcare again
- V. Update on Training at the College, what has happened, where we are looking, how training is selected and how we are deciding who to provide each to. Operations plan for training
- VI. Convocation if needed

## **11. Adjourn**

*Eleanore Hempsey made a motion to adjourn. Ann Hess seconded. **Motion passed unanimously.***