

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, October 6th 2017

8:30 a.m. – 11:00 a.m.

Video II

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

Advisory Members in Attendance: Mark Vest; Dr. Jeanne Swarthout; Stan Pirog.

Others in Attendance: Paul Hempsey (Recorder); Royce Kincanon; Josh Rogers; Jeremy Raisor; Judy Yip-Reyes.

1. Call to Order

Randy Hoskins called the meeting to order.

2. Roll Call

Paul Hempsey conducted the Roll Call.

3. Approval of Minutes from 09/15/2017

*Colleen Readel made a motion to approve the 09/15/2017 minutes as presented. Ann Hess seconded. **The motion passed with a majority vote.***

4. PASS Data Presentation

Josh Rogers presented a brief history of the PASS project before touching on where they currently are and providing data they have started compiling. Josh Rogers, Jeremy Raisor and Judy Yip-Reyes answered questions from the committee and were given some feedback to consider. Issues PASS has run into and next steps for the group were then discussed. While data is unreliable it seems an effort to have more faculty utilize Starfish failed.

5. SPASC Restructure

The committee discussed potential restructure options and necessary changes to make to College Council. Randy Hoskins and Jason Foutz, reporting for Peggy Belknap, outlined their preferred options.

*Ann Hess made a motion to disband College Council and its sub-committees as well as provide a uniform structure and paper trail for all SPASC sub-committees to use in the future. Vicki Bessinger seconded. **The motion passed with a unanimous vote.***

Ann Hess made a motion to restructure SPASC with the following membership guidelines:

Non-Voting Members – COO and VPLSS (Can break a tie vote)

Co-Chairs – 1 Faculty and 1 Staff

Faculty – 4 preferably one from each division but not required

Staff – 4 one from each area Student Services CBO COO CIO

Dean

Director

Co-Chair in waiting – Faculty one year and staff the next chosen from currently serving committee members.

Proxy votes – committee member’s responsibility to find their own proxy.

*Susan Jamison seconded. **The motion passed with a unanimous vote.***

6. Agenda Restructure

Randy Hoskins presented an agenda template and the committee members seemed to agree it was a good starting point for each meeting.

Randy took the opportunity to highlight the SPASC planning cycle as well as the agreed upon process for assigning responsibility for priorities. Mark Vest presented the Academic Calendar, stating it normally would be reviewed by College Council. The committee asked a few questions and ultimately did not see any issues with the calendar as presented.

7. Next Steps/Review of Tasks/Agenda Items

Task: Disband College Council and thank for service - **Vicki Bessinger**

Task: Review SPASC restructure and assign names to positions - **Committee**

Task: Consider SPASC sub-committee requirements - **Committee**

Task: Prepare and present SPASC bi-annual board report – **Mark Vest**

Task: Agenda Items - **Paul Hempsey:**

- I. Criterion Team Outlines

8. Adjourn

The meeting ended by acclamation.