

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, September 7, 2018

8:30 a.m. – 11:00 a.m.

Connected Classroom II

Voting Members in Attendance: Randy Hoskins; Colleen Readel; Susan Jamison; Ann Hess; Lauren Maestas; Kevin Jones; Peggy Belknap; Jessica Kitchens.

Advisory Members in Attendance: Maderia Ellison; Rickey Jackson.

Others in Attendance: Paul Hempsey (Recorder); Mark Vest; Betsy Wilson; Josh Rogers; Jason LaBute; Judy Yip-Reyes; Allison Landy; Jeremy Raisor; Chris Roediger.

1. Call to Order

Colleen Readel called the meeting to order.

2. Roll Call

Paul Hempsey conducted the roll call.

3. Approval of Minutes from 8/3/2018

*Peggy Belknap made a motion to approve the 8/3/2018 minutes as presented. Susan Jamison seconded. **The motion passed unanimously.***

4. Assurance:

Judy Yip-Reyes provided an update on Assurance noting Dr. Swarthout had sent suggestions for 3 arguments so far. As she receives further revisions from the writing teams they will be added to MyNPC for the committee to review. A deadline of September 17th was set.

5. Assigned Tasks:

Public Website Priority:

Ann Hess provided an update on the Public Website redesign.

6. Convocation Recap:

Assessment:

Judy Yip-Reyes reported on the session organized by the Assessment of Student Knowledge committee, which was well attended by faculty. After initially meeting as one large group, for a presentation, they broke into smaller groups with specific discussion topics. Allison Landy, who led one of the breakout groups, also provided perspective for the group, noting that it was really beneficial to have different departments discussing how they measure common learning outcomes. Many opportunities for assessment were discussed.

Meet the President:

President Vest noted he could have used a larger room as the small conference filled quickly and most stayed for the entire time. Overall discussion was good and involved many items that Enrollment Management is working on. President Vest asked the committee if they had received comments from Convocation and many shared.

Chris Roediger noted that the HR sessions went well and had a lot of discussion regarding the Employee Relations Committee. President Vest asked if someone from ASRS could attend the January Convocation for possible discussions with retiring employees.

7. NPC Transition:

President Vest noted that in his opinion the redesign of MyNPC should be put on hold and the college needed to concentrate on the Enrollment Management suggestions which would be discussed later in the meeting. Randy Hoskins mentioned the need to provide a new Strategic Plan for the Board to review. President Vest suggested that the committee mention that their focus had changed from the priorities initially set up to those that Enrollment Management were suggesting, if the committee agreed they would be the new priority.

8. Current Strategic Priorities:

Employee Training:

Chris Roediger reviewed the Training Priority Worksheet and Operational Plans.

Tech Plan:

Not discussed.

Enrollment Management:

Mark Vest reviewed the report and suggestions from the Enrollment Management Committee.

Ann Hess mentioned the research already completed on a text messaging service and the support from departments that might utilize it.

Rickey Jackson gave an update on a consortium agreement with local high schools and what information they will need to provide. President Vest noted that we may also have the opportunities to partner with local businesses also.

Rickey Jackson also explained Guided Pathways and where the college was along the path of fully adopting the model. We are already some way down the path but have not referred to the efforts as guided pathways.

Jeremy Raisor discussed the recommendations made by the Financial Aid Consultant with regards to potential software purchases as well as reclassification of positions within the Financial Aid and Records & Registration departments.

Many of the committee members commented on the need for leveraging technology in all the suggestions and therefore needing to add additional support to Information Services.

*Kevin Jones made a motion to accept the Enrollment Management Priorities Report and Recommendations. Ann Hess seconded. **The motion passed unanimously.***

9. Long Term Plans/Concerns/Actions:

Rickey Jackson suggested that different members from SPASC report out at Board meetings.

10. Executive Report:

No report.

11. Next Steps/Review of Tasks:

Task: Board Report/Strategic Priorities – **Randy Hoskins, Colleen Readell, and Rickey Jackson**

Task: Review Assurance arguments as they arrive – **All Committee**

Task: Contact ORs for updates – **Randy Hoskins**

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

12. Adjourn

Randy Hoskins declared the meeting over.