

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, October 5th, 2018

8:30 a.m. – 11:00 a.m.

Connected Classroom II

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

Advisory Members in Attendance: Rickey Jackson.

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

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 9/21/2018

*Peggy Belknap made a motion to approve the 9/21/2018 minutes as presented. Kevin Jones seconded. **The motion passed unanimously.***

4. Assurance:

Judy Yip-Reyes provided the feedback on Criterion 1 and 2 offered by the committee members. Peggy Belknap responded on behalf of the teams, seeking clarification when needed, and offered to take the feedback to both teams. Peggy Belknap confirmed next steps with the committee and Judy Yip-Reyes reviewed the Accreditation Task Plan and timeline she created.

5. Invited Guest:

Jeremy Raisor reviewed his most recent draft for Federal Compliance. Randy Hoskins suggested the committee read the report and provide feedback to Jeremy Raisor.

6. Assigned Tasks:

Randy Hoskins noted that the committee does not have a formal introduction for new members. Judy Yip-Reyes will be helping to come up with an orientation for new members and Colleen Readel will be creating a new member welcome packet.

Childcare Report

Rickey Jackson noted that Dr. Landy had provided a written report, posted the MyNPC page, and highlighted some of the information. Peggy Belknap asked why the original

partnership broke down and Rickey Jackson provided the details. Randy Hoskins suggested the committee needed to establish an OR for this Priority and have them provide a Priority Worksheet and Operational Plan.

7. Break:

Committee took a five minute break.

8. Current Strategic Priorities:

Randy Hoskins reviewed a “Strategic Priorities At-A-Glance” document prepared by Judy Yip-Reyes and highlighted where the committee was in each priority.

Rickey Jackson offered his suggestions on who should have general responsibility for the Enrollment Management – Consortium Agreement Priority and who will be on a sub-committee.

Judy Yip-Reyes noted that the Educational Technology Support/Peer-based Training Priority could be closed as goals had been met and it was now a standard process at the college. The same could be said of Program Offerings/Program Review Priority. Rickey Jackson and Peggy Belknap concurred.

Rickey Jackson asked for a Joint meeting between SPASC and Instructional Council on November 9th between 9am and 10:30am to discuss a big picture of what NPC wants graduates to look like and have some outcomes.

*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:

No discussion.

10. Executive Report:

Rickey Jackson provided a brief report.

11. Next Steps/Review of Tasks:

Task: List of Acronyms by department – **Multiple people**

Task: Operational Plan for Guided Pathways to Paul by Oct 16th – **Rickey Jackson**

Task: Review At-A-Glance Report and decide how the committee moves forward with each – **All Committee**

Task: Feedback on Criterion III argument to Judy Yip-Reyes by Oct 16th – **All Committee**

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

- i. Operational Plan Approval for Guided Pathways
- ii. Priorities

12. Adjourn

*Kevin Jones made a motion to adjourn. Ann Hess seconded. **The motion passed unanimously.***