

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

Friday, October 19, 2018

9:00 a.m. – 11:30 a.m.

PDC – NLC 143

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

**Advisory Members in Attendance:** Rickey Jackson.

**Others in Attendance:** Paul Hempsey (Recorder); Judy Yip-Reyes; Jennifer Bishop; Renell Heister.

**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 10/5/2018**

*Peggy Belknap made a motion to approve the 10/5/2018 minutes. Susan Jamison seconded. The motion passed unanimously.*

**4. Invited Guests**

None.

**5. Accreditation**

Jennifer Bishop asked for clarification on some of the comments provided by committee members, which the committee answered.

**6. Current Strategic Priorities**

Rickey Jackson presented the Priority Worksheet for Guided Pathways requested by Enrollment Management noting that it was really a continuation of the PASS Initiative. This would usually be a two-year process but we have a lot of components in place and believe the college can be ready in a year. Rickey Jackson answered questions from the committee.

Rickey Jackson presented the Priority Worksheet for Financial Aid noting that Jeremy Raisor had developed an aggressive schedule which has already begun. Rickey Jackson answered questions from the committee.

Rickey Jackson presented the Priority Worksheet for a High School Consortium to continue the TALON program after the grant ends. Rickey Jackson answered questions from the committee.

**7. Break**

The committee took a five minute break.

**8. Assigned Tasks**

The committee reviewed the Priority At-A-Glance document Judy Yip-Reyes put together and discussed how best to report to the Board. The committee concluded that the college should move forward with the following four priorities:

- Accreditation
- Enrollment Management
- Communication
- Training

*Ann Hess made a motion to prepare a Board report on the aforementioned priorities, Jessica Kitchens seconded. **The motion passed unanimously.***

Kevin Jones offered to write the report with input from Randy Hoskins.

**9. Long Term Plans/Concerns/Actions**

The committee reviewed the draft SPASC handbook compiled by Judy Yip-Reyes and was asked to provide feedback by October 30<sup>th</sup> for discussion at the November 2<sup>nd</sup> meeting. Also to be discussed at the meeting will be the meeting format and schedule for 2019.

**10. Executive Report**

**11. Next Steps/Review of Tasks/Agenda Items**

**Task:** Send Community College Research Center link to committee members – **Rickey Jackson**

**Task:** Provide budget for TALON Consortium – **Rickey Jackson**

**Task:** Criterion 4 Feedback due Oct 30 for discussion at Nov 2 meeting – **All Committee**

**Task:** Write the Report to go to the DGB – **Kevin Jones with input from Randy Hoskins**

**Task:** Discuss Procedure 2125 with President Vest – **Randy Hoskins**

**Task:** Provide feedback on SPASC Handbook to Judy Yip-Reyes by Oct 30 – **All Committee**

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

- I. SPASC Handbook
- II. Criterion Four Review
- III. 2019 Meeting Calendar

**12. Adjourn**

*Kevin Jones made a motion to adjourn. Jessica Kitchens seconded. **The Motion passed unanimously.***