

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, April 19th, 2019

9:00 a.m. – 11:30 a.m.

WMC – AC 111

Voting Members in Attendance: Rickey Jackson (Proxy for Peggy Belknap); Amber Hill (Proxy for Lauren Maestas); Jason LaBute (Proxy for Karen Baker); Kevin Jones; Jessica Kitchens; Colleen Readel; Randy Hoskins; Ann Hess; Susan Jamison; Cathy Burson.

Advisory Members in Attendance:

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

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 04/05/2019

Susan Jamison made a motion to approve the 04/05/2019 minutes. Ann Hess seconded. The motion passed unanimously.

4. Invited Guests

External Communication:

Ann Hess provided an update on the Text Messaging software and answered questions from the committee. Ann Hess then provided an update on the Social Media portion of the Communication priority.

Child Care:

Rickey Jackson reported that a partnership with Head Start, NACOG, and Blue Ridge USD has been arranged and two classrooms would be available at Blue Ridge High School. NPC would provide the curriculum and in return seats would be made available to our students first and any remaining could go to staff. Dr. Landy is working on a plan to present to the committee, with an expansion element, for the future. Rickey Jackson answered some questions from the committee.

Financial Aid:

Jeremy Raisor provided an update to the Financial Aid portion of the Enrollment Management Priority, including an updated timeline, and answered questions from the committee.

Accreditation

Assurance Update:

Dr. Jones reported that the editing team was waiting for additional edits to come in from the writing teams so were on a holding pattern currently. Dr. Yip-Reyes also noted this was a planned period of inactivity for the editing team while feedback is sought from a number of areas of the college. Evidence documents are still outstanding and Dr. Yip-Reyes will continue to press those responsible to provide them. An email with a link to the arguments will go out to all employees for review and comment on, using the feedback from provided.

HLC Annual Conference Report:

Dr. Yip-Reyes noted that the employees that attended the HLC Annual Conference learned of some additional edits that would be required before the visit. The Accreditation page within MyNPC has been updated with some material from the conference that will help the college prepare for the comprehensive visit. We also found out that the college's HLC Liaison is leaving and a new person will be assigned. President Vest and Colleen Readell also provided information they gleaned from the HLC Annual Conference.

6. Assigned Tasks

Tech Plan:

The committee discussed their thoughts on the Tech Plan presented and what might need added and changed. Ventura Community College District in California was suggested as a good resource when reviewing what our Tech Plan may need to look like.

Jason LaBute asked for a month to review and provide edits, using the Ventura Community College Plan as a template and focusing on the initiatives in the current NPC Tech Plan, and will present at a May meeting.

Internal Communication:

More time was provided for review and comment.

Academic Calendar:

*Kevin Jones made a motion to recommend the use of version 1 of the 2021-2022 Academic Calendar presented. Amber Hill seconded. **The motion passed unanimously.***

7. Break

The committee took a five-minute break.

8. Current Strategic Priorities

HLC – Communication Plan:

Dr. Yip-Reyes reviewed the feedback received from the March questions noting responses from 7-8 faculty, 11-12 staff, and 19 students. Then the committee had the opportunity to see and discuss the questions for April.

The committee discussed the current utilization of Moodle as a tool for disseminating this type of information.

DGB Presentation Calendar:

For May the Board will receive a Guided Pathways update by Ryan Jones.

9. Long Term Plans/Concerns/Actions

10. Executive Report

No Report.

11. Next Steps/Review of Tasks/Agenda Items

Task: Provide feedback, before the next meeting, on Internal Communication directly to Director Roediger – **All Committee**

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

- i. Tech Plan on May 17th
- ii. Internal Communication feedback for May 3rd meeting

12. Adjourn

*Amber Hill made a motion to adjourn. Kevin Jones seconded. **The Motion passed unanimously.***