

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, September 20th, 2019

9:00 a.m. – 11:30 a.m.

PDC – NLC 142

Voting Members in Attendance: Jason LaBute; Susan Jamison; Colleen Readel; Kevin Jones; Lauren Maestas; Bill Solomon; Peggy Belknap; Ann Hess (Proxy for Cathy Burson).

Advisory Members in Attendance: Randy Hoskins.

Others in Attendance: Paul Hempsey (Recorder); Mark Vest; Anne Lang

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 9/6/2019

*Ann Hess made a motion to approve the minutes from 9/6/2019. Lauren Maestas seconded. **The motion passed with a unanimous vote.***

4. Tasks from 9/6/2019

The meeting schedule was updated, by Colleen Readel, and is now posted. Colleen Readel noted that the Leadership Council would meet on the third Friday of the month, at PDC, and asked the committee members to consider making the third Friday SPASC meeting take place at PDC each time.

*Jason LaBute made a motion to approve changes to the meeting schedule as discussed. Susan Jamison second. **The motion passed with a unanimous vote.** Ann Hess abstained.*

All guests were invited to the next meeting to report out on Priorities, except Dr. Ma who will be contacted and asked to provide an update.

Colleen Readel did compile the notes from the breakout sessions on the handbook and sent them to the committee via email. They will be discussed at the next meeting on October 4th.

5. Welcome New Members

Colleen Readel welcomed Bill Solomon to the committee.

6. Getting to know you

The committee broke in to smaller groups to participate in teambuilding activities.

7. Membership Structure

Colleen Readel presented Procedure 2125 – Shared Governance and specifically the membership structure of SPASC.

Lauren Maestas asked if she would be able to continue in her current role within SPASC as she was recently made a D-level position and could no longer fill a CASO position. President Vest noted that either the language in 2125 would have to change or CASO would need to reassess their membership requirements.

Peggy Belknap asked for clarification on where the Employee Relations Committee (ERC) should be reporting to. It was clarified that they were reformed under SPASC and should report to this committee. This led to a deeper discussion of what ERC should be working on. Peggy Belknap suggested the committee needed to clearly define what standing committees the college needs, and what ad-hoc groups that may have been created but not properly dissolved by SPASC. The question of where Leadership Council falls in the Shared Governance process was also raised.

8. MyNPC

Not discussed.

9. Break

The committee took a 10-minute break.

10. What is Strategic Planning

Kevin Jones presented a PowerPoint on Strategic Planning.

11. Needs Assessment

President Vest noted that the committee will be looking at priorities that can be closed out and, if there is room to add a new priority the natural starting point, as happened last time, was to complete a needs assessment. The only difference this time would be reaching out to external stakeholders and students.

President Vest offered to send a short survey to the other Community College Presidents to see how Strategic Planning works at their institutions. Designing at least two surveys, that could be completed electronically by stakeholders, could be a task for an ad hoc group.

The committee believe that the highest priority remains Accreditation but discussion could start at the next meeting.

12. Executive Report

President Vest reported about the emerging effort to create a Rural K12 distance learning system based on our TALON model and a Helios Foundation grant was received to pilot a program, which has three schools in it this semester. Arizona State University has registered an interest which has the potential to harm the college in the future.

President Vest also noted there would be another effort by community colleges to tackle expenditure limit issues in the coming year.

13. Next Steps/Review of Tasks/Agenda Items

Task: Update the Meeting Schedule as approved – Colleen Readell

Task: Contact Dr. Ma regarding Peer based Training Priority – Kevin Jones

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

- i. Priority Report Outs
- ii. Sub-committees and ad hoc groups formed by SPASC
- iii. Needs assessment discussion

14. Adjourn

*Jason LaBute made a motion to adjourn. Susan Jamison seconded. **The Motion passed with a majority vote with Ann Hess opposing.***