

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, October 4, 2019

9:00 a.m. – 11:30 a.m.

SCC – LC 134

Voting Members in Attendance: Amber Hill (Proxy for Lauren Maestas); Randy Hoskins (Proxy for Susan Jamison); Jason LaBute; Chris Cribbs; Jessica Kitchens; Kevin Jones; Colleen Readel; Bill Solomon; Peggy Belknap; Cathy Burson.

Advisory Members in Attendance: Judy Yip-Reyes; Jessica Clark; Ann Hess.

Others in Attendance: Paul Hempsey (Recorder); Josh Rogers; Mark Vest; Jeremy Raisor; Allison Landy; Chris Roediger; Maderia Ellison; Terrie Shevat.

1. Call to Order

Kevin Jones called the meeting to order.

2. Roll Call

Paul Hempsey conducted the roll call.

3. Approval of Minutes from 9/20/2019

Jason LaBute made a motion to approve the 9/20/2019 as presented. Randy Hoskins seconded. The motion passed unanimously.

4. Tasks from 9/20/19

Colleen Readel reviewed the tasks from the previous meeting and noted they were completed.

5. Invited Guests

Childcare:

Allison Landy provided a review of the Childcare Study Group work and the outcomes. Allison Landy suggested that the group had completed the study requested by SPASC and presented their recommendation. They were now moving forward with a Pilot Program in partnership with NACOG and provided details of progress and delays suffered.

Allison Landy went on to provide details on NACOG's efforts to compete for continued grant funds which may allow opportunities for them to work with NPC on child development labs in Show Low and possibly Winslow. Allison Landy described what a child development lab is and what it could do for the college. A proposal has been submitted to college leadership. The proposal has multiple partners such as Head Start, Sprouts Pre-school with NPC providing space for the program on campus.

Allison Landy discussed with the committee that she felt she had completed the task SPASC set and did not need to report further efforts to SPASC, but would be happy to have the support of the committee for current efforts. Peggy Belknap suggested that SPASC was not the correct group to approve grant participation. President Vest clarified how he felt SPASC should be involved in decisions related to Childcare options for our students and employees.

Peggy Belknap asked what the timeline for providing a supporting letter was and if it was actually a SPASC issue at all. The committee discussed what information they would need to make a decision and who should be tasked to deliver them.

*Amber Hill made a motion to have Allison Landy provide as much detail as possible for the next SPASC meeting, providing it by the Friday before the meeting is to take place. Jessica Kitchen seconded. **The motion passed unanimously.***

Dr. Landy asked for clarification on what details the committee would like to see.

Transportation:

Maderia Ellison provided details on the utilization of college vehicles by students to take lab classes at locations not considered their home campus or center. Student completion data was also provided.

The committee discussed the pass rates of students utilizing the program and whether the pass rate was consistent with the college as a whole. Maderia Ellison noted that the students utilizing the program had not been surveyed to see what they thought. Judy Yip-Reyes also noted that there may need to be a discussion on what data would be helpful in deciding if the program was a success or not.

Maderia Ellison asked what information the committee would like to make a determination on the continuation or termination of the program.

Cathy Burson made a motion to continue the program through the Spring semester in 2020. Jessica Kitchens seconded.

*Amber Hill moved to amend the motion to include the collection of data such as completion rates, establishing an OR to be assigned by the Vice President for Learning and Student Services. Jessica Kitchens seconded. **The motion passed with a majority vote. Jason LaBute voting against.***

Training:

Chris Roediger provided an update on the Training Priority referencing the latest update to the Initiative Priority Worksheet and Operations Plan. A spreadsheet was also provided with the upcoming training offerings for employees and students. Judy Yip-Reyes provided completion data from SafeColleges for the 2018-19 academic year.

Chris Roediger answered questions from the committee.

Internal Communication:

Clarification was provided to Chris Roediger as to her continued role as OR of the Internal Communication priority and she promised a further update in the future.

ERC:

*Peggy Belknap made a motion to recommend that ERC are removed as a SPASC sub-committee and placed under Leadership Council instead. Jason LaBute seconded. **The vote passed unanimously.***

6. Break

The committee did not take a break.

7. Discussion

No Discussion.

8. SPASC Housekeeping

SPASC Handbook removed from evidence files as it has not been approved. The Peer Review team will not visit any other locations other than Holbrook. The team would like to hold a session with the committee.

Judy Yip-Reyes reported that the Exec Team reviewing final argument drafts and we are still missing a couple of evidence files.

9. Needs Assessment

Not discussed.

10. Executive Report

No discussion.

11. Next Steps/Review of Tasks/Agenda Items

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

- i. How to proceed with the Internal Communication
- ii. Discuss SPASC session with HLC Peer Review Team

12. Adjourn

*Jason LaBute made a motion to adjourn. Amber Hill seconded. **The Motion passed unanimously.***