

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, November 1st, 2019

8:30 a.m. – 11:00 a.m.

Connected Classroom II

Voting Members in Attendance: Cathy Burson; Lauren Maestas; Kevin Jones; Colleen Readel; Chris Cribbs; Bill Solomon; Susan Jamison; Peggy Belknap; Jessica Kitchens.

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

Others in Attendance: Paul Hempsey (Recorder); April Horne; Josh Rogers.

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 10/18/2019

*Colleen Readel made a motion to approve the 10/18/2019 minutes as presented. Cathy Burson seconded. **The motion passed with a majority vote.***

4. Tasks from 10/18/2019

Kevin Jones reviewed the tasks from the 10/18/2019 meeting.

5. SPASC Membership

Kevin Jones reminded the committee that Colleen Readel would leave the committee at the end of the month and her position would need filled from Student Services, and the committee would need another Co-chair also. Jessica Clark announced that President Vest would like to appoint April Horne to the vacant position.

*Peggy Belknap made a motion for Jessica Kitchens to become co-chair for 2.5 years. Colleen Readel seconded. **The motion passed with majority vote.***

*Peggy nominated April Horne to serve the remainder of the current term for Co-chair in waiting once she becomes a member, until a Faculty co-chair in waiting is nominated in June/July 2020. Susan Jamison seconded. **The vote passed unanimously.***

6. Invited Guests

PASS/Quality Initiative Recap:

Josh Rogers reviewed the PASS initiative with a view to the questions that may be asked by the HLC Peer Review Team. This began with a history of the PASS committee and

their participation in the HLC Persistence and Completion Academy. The committee implemented an early alert system (Starfish) to assist students in finding resources earlier to help be successful. Faculty Success Coach's became Faculty Mentors and the student orientation (SOAR) was improved.

The committee was now looking to redefine student success to show a student's view and were working towards a student survey.

Josh reviewed current membership of the PASS committee.

7. Mock Peer Review Q&A

Judy Yip-Reyes reviewed potential questions the HLC Peer Review Team may ask the committee and, after the committee responded, offered additional suggestions.

7. Break

The committee took breaks as needed.

8. Executive Report

Jessica Clark suggested bringing Jeremy Raisor to the next meeting to hear about his Peer Review Training.

9. Next Steps/Review of Tasks/Agenda Items

Task: Jeremy Raisor invited to the next meeting – **Co-chairs**

Task: Read the arguments – **All Committee**

Task: On-board new member and co-chair in waiting – **Co-chairs**

Task: Provide an Exec Summary of PASS – **Josh Rogers**

Task: Send out Exec Summary of PASS – **Paul Hempsey**

Task: Invite President Vest to next meeting – **Co-Chairs**

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

- i. Peer Reviewer perspective from Jeremy
- ii. Missing OR discussion with President

10. Adjourn

*Susan Jamison made a motion to adjourn. Lauren Maestas seconded. **The Motion passed unanimously.***