

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, April 3rd, 2020

9:00 a.m. – 11:30 a.m.

ZOOM

Voting Members in Attendance: April Horne; Bill Solomon; Peggy Belknap; Jessica Kitchens; Susan Jamison; Kevin Jones; Lauren Maestas;

Advisory Members in Attendance: Judy Yip-Reyes; Denise Rominger; Jessica Clark; Jianbo Guo

Others in Attendance: Paul Hempsey (Recorder); Mark Vest; Stephanie Lymer; Colleen Readell; Josh Rogers; Jeremy Raisor; Cynthia Blevins; Charlene Gile; Cynthia Owens; Ricardo Aguilar; Susan Jensen

1. Call to Order

Jessica Kitchens called the meeting to order.

2. Roll Call

Paul Hempsey conducted the roll call.

3. Approval of Minutes from 3/6/2020

*Peggy Belknap made a motion to approve the minutes from 3/6/2020. Lauren Maestas seconded. **The motion passed with a unanimous vote. Susan Jamison abstained.***

4. Tasks from 3/6/2020

Jessica Kitchens reviewed the task list from the previous meeting.

5. Invited Guest

Future of PASS:

Josh Rogers asked if SPASC could make a decision on the future of PASS yet. President Vest noted the committee could send a recommendation to Leadership Council along with Ryan Jones.

*Peggy Belknap made a motion to move the recommendation forward to Leadership Council. Lauren Maestas seconded. **The motion passed with a unanimous vote.***

Non-Returner Survey Update:

Josh Rogers informed the committee that he was continuing with the non-returner survey, with some improvements, after his conversation with VPLSS Clark.

Strategic Planning Training:

Judy Yip-Reyes continued the training on Integrated Strategic Planning showing examples from other colleges.

Judy had the attendees' breakout into smaller groups for a 10-minute discussion and then present their answers to the questions posed. Judy then showed a high level proposal of how the college can begin to move forward. Judy noted that she would be sending out slides and discussion questions to the group.

6. Needs Assessment

April Horne reviewed the new assessment questions with the committee and some of the work that went into it. The committee had an opportunity to discuss the questions. April then provided a roll out plan, but noted it was on hold during the COVID-19 outbreak and would provide an updated timeline when normal service resumed.

7. Break

The committee took a 10-minute break before discussing Needs Assessment.

8. Discussion

SPASC Membership:

Jessica Kitchens informed the group that there would be a number of open positions on the committee soon. A new co-chair in waiting will be needed as Kevin Jones rotates out, Susan Jamison would be leaving, the non-D level employee needs filled, and the student member needs added. Cynthia Owen asked if the student could be a voting member.

*April Horne made a motion to add the SGA representative as a voting member. Peggy Belknap seconded. **The motion passed with a unanimous vote.***

9. DGB & Leadership Council Update

Kevin Jones provided an update from both the District Governing Board and Leadership Council meetings.

10. Executive Report

President Vest provided an update on the COVID-19 spread, college response and potential implications. President Vest also highlighted the response from external entities that could impact the college, such as the request to defer collection and disbursement of final quarter property taxes, and the effect on our Expenditure Limit.

11. Next Steps/Review of Tasks/Agenda Items

Task: Take PASS proposal to Leadership Council – **Josh Rogers**

Task: Send out Integrated Strategic Planning slides and questions – **Judy Yip-Reyes**

Task: Think about upcoming Membership changes – **Everyone**

Task: Update Procedure 2125 – **Mark Vest**

Task: Agenda Items – **Co-Chairs**

12. Adjourn

*Lauren Maestas made a motion to adjourn. Peggy Belknap seconded. **The Motion passed unanimously.***