

**Northland Pioneer College**

**College Council Minutes**

**2/5/2010**

I. Welcome & roll call

Mary Mathias, Blaine Hatch, Mary Lou Schroeder, Susie Acton, Gary Mack, Loyelin Aceves, John Chapin, Tad Spader, Sandy Johnson, Dawn Johnson, Rickey Jackson, Debra Keith, Jessica Heberer, and guests—Larry Romo, Mark Vest, Trudy Bender, & Eric Bishop.

II. Adoption of agenda

John Chapin made a motion to move agenda items VI B & VII B forward—seconded by (?), motion carried.

III. Approve minutes from January 15<sup>th</sup> meeting:

Minutes were corrected as follows: under item VI B 1 should read “Call payroll ...” instead of “Call Larry Romo ...”. Motion made to approve minutes as amended by Tad Spader, seconded by John Chapin, motion carried.

IV. Public comment

None

VI. Council issues:

B. Charge from the President on Shared Governance

Mary Mathias reported that the President would like this moved on by end of semester. Sandy is going to attend the CASO & SGA meetings this month to ask for input about Shared Governance. Mary would like to invite all interested parties to the March meeting of the CC when she hopes to have a working draft.

VII. Standing Committee report:

B. Employee Relations Committee

Loyelin reported the committee met on February 2<sup>nd</sup>—they discussed guidelines for the Care Fund, how to make it easier for adjunct faculty to move up steps, and they want to recommend to CC that policy/procedure changes made because of budget constraints/economic conditions be reviewed on an annual basis.

Sandy reported that at the Faculty Association meeting, they moved and voted unanimously that all college procedures related to Human Relations and contract changes made for the 2010-2011 school year due to budget constraints be made for 1 year only and be reviewed on a yearly basis, so they don't remain permanent.

V. Review requests received:

A. Proposal to offer fax services for a fee at NPC libraries:

Reviewed issues that CC had—the libraries will be taking the monies for sending/receiving faxes and that there will be no charge for college related faxes. Blaine explained that campus/center managers liked the idea. Rickey made a motion to accept Trudy's proposal for fax services, Susie seconded, motion carried. Blaine will make recommendation to the President at the next staff meeting.

B. Proposal to update the NPC Computer Usage/Access procedure:

Eric again reiterated two statements that would clarify/update original document sent to CC that deals with student email. 1) A student's NPC issued email address is the official form of contact from NPC to that student. Any college information regarding the student's status with NPC will be sent to that account and 2) it is up to the discretion of individual faculty whether or not to require usage of that NPC issued email account for classroom work and contact with instructor. All instructors should clearly indicate on their syllabi whether or not the use of NPC issued email account is mandatory for class in question. This will go into effect for the Fall semester.

Dawn motioned to move forward on this proposal, Debra seconded, motion carried.

C. Impact of weather closures & college-wide communications disruptions on College Council agendas:

Mary Mathias discussed Michael Lawson's concern regarding this—the group discussed other ways available to communicate outside the college system. Also public comment can be used as a first hearing.

VI. Council issues:

A. No tasks from January meeting.

B. See above for discussion on Shared Governance.

VII. Standing Committee reports:

A. Enrollment Management Committee

Jake emailed Blaine his report: Midterm survey results sent to all faculty and posted on archives. Committee has not met since last CC meeting, but is set to meet next Tuesday.

Mary stated the Committee is short a faculty member.

Mary mentioned she would like to see new student orientation—Blaine mentioned there has been some discussion on this. Sandy made a motion that Enrollment Management Committee be charged with—looking into new student orientation and improving high school/GED recruitment, seconded by Rickey, motion carried.

B. Employee Relations Committee

See above for report.

VIII. NPC Faculty Association report:

Sandy reported they have had two meetings 1/29 & 2/2. On 2/2 they met with Blaine, Jeanne & Mark on budget issues. Today they discussed budget issues.

Recommend that procedure and contract changes be reviewed annually.

Made motion that continued support be given to NPC Centers, Hopi, Kayenta, & Whiteriver, because they are important parts of the college mission.

Recommend shared governance move forward.

NAVIT facing cuts in soft capital (textbooks).

13 tech ed districts are pretty strong—3 districts works with community colleges. JTEDS/CTE programs facing possible cuts.

Elected Mike Solomonson President-Elect.

IX. CASO report:

Loyelin reported there has not been a meeting since the last CC meeting, but will have one on 2/12. Goal is for CASO to be a viable part of the college.

X. Student Government Association report:

Jessica reported SGA met with Blaine via teleconference about the future tuition increase. She also reported the basketball tournament on 2/6 & 7<sup>th</sup> was successful—a total of 12 teams competed. SGA is now focusing on a dance to be held 2/27, and a trip for students with advising who are thinking of transferring to a major University, U of A, ASU, or NAU on March 5, 6 & 7<sup>th</sup>.

XI. SPASC, Higher Learning Commission update:

Blaine reported SPASC met earlier that day—Mary Mathias was appointed new co-chair—will join Eric Bishop as co-chairs.

Advancement section in the HLC recommendation—ideas to move forward to each of criterion sub-committees to see how they fit in with each criteria component and strategic plan. The updated strategic plan, from 2010 to 2013, is on target for May adoption. Will

look at it again at the March 5th meeting. As it moves forward, other groups will be able to add input.

XII. Confirm next meeting date:

March 5<sup>th</sup> at 1:30pm in V1.

Dawn moved to adjourn, seconded by Debra, motion carried.