

# **NORTHLAND PIONEER COLLEGE**

## **College Council Meeting for October 12, 2012**

Approved as amended on November 9, 2012

**Meeting called by:** *Susan Olsen – Chair*

**Type of Meeting:** *Monthly Meeting*

**Recorder:** *A. J. Taylor*

**Attendees:** *John Chapin, Maderia Ellison, Cindy Blodgett, Dawn Palen, Jeanne Swarthout, Linda Humes, Jake Hinton, Cynthia Hutton, A. J. Taylor, Tracey Chase, Susan Olsen, Margaret White, Tammy Pete, Don Call, Wendy Shepard, Bobbi Sample*

**Guests:** *Melissa Luatua, Bobbi Sample, and Mark Vest*

**Voting Members Present:** 16/18

**Quorum of 9 needed and was reached.**

**Meeting was called to order per prescribed time of 2pm according to published agenda.**

- I. Roll Call of Members  
Members called and accounted for. See Preamble for list of attendees
- II. Adoption of the Agenda  
**Motion to adopt made by Margaret White**  
**Seconded by Wendy Shepard**  
**A voice vote was taken and in the Chairman's opinion the vote was in the favored majority.**  
**There were no dissentions or abstentions.**  
**The motion passed.**
- III. Adoption of the Minutes of the September Meeting of the College Council  
**Motion to adopt made by Dawn Palen**  
**Seconded by Don Call**  
**A voice vote was taken and in the Chairman's opinion the vote was in the favored majority.**  
**There were no dissentions or abstentions.**  
**The motion passed.**
- IV. Jake Hinton did a presentation on teamwork, "Don't Wish for It, Work for It."
- V. Old Business  
Susan Olsen reported that the United Way raised \$7,128 in 2008. This year so far, the college has raised \$7,352 plus special events which brings the total to \$8,550.55. She reported that the Silver Creek Campus had 100% participation thanks in large part to Emma Hillend. White Mountain Campus has raised \$2,690.
- VI. New Business  
There were no new items received  
Nothing was presented

## VII. Operation Guidelines – 1<sup>st</sup> Discussion

*(Hereto is a listing of the changes to the Operational Guidelines. Refer to attached proposed corrections to the Operational Guidelines).*

- a. Susan Olsen proposed a change to Page 1 under Mission Statement: The word “Instructional” should read “Institutional”.
- b. Jeanne Swarthout stated that we cannot use the term “Affirmative Action” at this time and that it must be removed.
- c. Susan Olsen proposed that we change the description of the meeting time to a more generic one of “one Friday every month at an agreed upon time.”
- d. John Chapin questioned why “Resolution Process” is italicized.
- e. Jeanne Swarthout felt that the Chairman’s term of 2 (two) years may be too difficult, particularly to recruit / fulfill.

**John Chapin moved to set the term length back to one year**

**Linda Humes seconded the motion**

*Discussion:* Whether someone can be nominated after serving one year as Chairman. A person cannot be nominated if they are at the end of their term. There was a clarification of term lengths concerning the various organizations and Faculty Congress.

**A voice vote was taken and in the Chairman’s opinion the vote was in the favored majority.**

**There were no dissentions or abstentions.**

**The motion passed.**

- f. Susan read the committee and sub-committee changes.
- g. John Chapin reviewed wording applying to voting addressing specifically the words “Consensus” and “Majority Vote”. He went on to address the issue of proxies not being allowed to vote.

**Linda Humes moved to allow proxies to be allowed to attend and to have the vote of the person they are representing.**

**John Chapin seconded the motion.**

**A voice vote was taken and in the Chairman’s opinion the vote was in the favored majority.**

**There were no dissentions or abstentions.**

**The motion passed.**

- h. Discussion centered on striking the first sentence and replacing it with “Any motion will be put to a vote and must be passed by a majority of the members in attendance.

**John Chapin motioned to approve the change stated above.**

**Margaret White seconded the motion.**

**A voice vote was taken and in the Chairman’s opinion the vote was in the favored majority.**

**There were no dissentions or abstentions.**

**The motion passed.**

- i. Susan then referred to Section 7 and changing the word from “demand” to “mandate”. Susan then asked that the title of “Enrollment Management Committee” to “Student Success Committee”.

**Dawn Palen motioned to accept the changes**

**Wendy Shepard seconded the motion**

**A voice vote was taken and in the Chairman’s opinion the vote was in the favored majority.**

**There were no dissentions and two (2) abstentions, (John Chapin and A. J. Taylor).**

**The motion passed.**

## VIII. Organizational Reports

1. CASO – Margaret White reported that the CASO Retreat will be held on Nov. 30<sup>th</sup> from 9:30am to 2:30pm in Winslow. She noted that there will be several guest speakers among other events.
2. Faculty Congress – Did not report.
3. Student Government – There has been a successful series of recruiting and promoting sessions to find additional members to Student Government.

The Outdoor Club now has 80 members from four (4) campuses and one (1) center. They held their first meeting in September.

A voter registration push was held in Winslow and yielded 16 new voters.

## IX. Standing Committee Reports

- a. Employee Relations – Bobbi Sample reported to the Council
- b. Student Success – Jake Hinton reported to the Council
  1. Decreasing the cap hours (from 32 to 24) that a student could have before having to report to and consult an Academic Advisor).
  2. Mandatory Advising for Freshmen students.
  3. Establishing a mentoring program.
  4. Increasing services to veterans.
  5. Establishing a College Day where high school students spend a day at NPC.
- c. Sustainability – Margaret White reported to the Council
  1. Statistics on the E-Waste event held in August. There was 56,171 lbs. of e-waste gathered from 336 motorists who came from all over the area.
  2. Tree recycling program is having trouble getting started.
- d. SPASC – No Report

Standing committee reports were concluded

**Don Call motioned to adjourn**

**Wendy Shepard seconded the motion**

**A voice vote was taken and in the Chairman's opinion the vote was in the favored majority.**

**There were no dissentions or abstentions.**

**The motion passed.**

Meeting adjourned to Nov. 9<sup>th</sup> on Video 1.

- X. Said record was recorded by A. J. Taylor pending approval of the College Council on Nov. 9<sup>th</sup>.