Northland Pioneer College
Strategic Planning & Accreditation Steering Committee
February 01, 2008
Audio System

Meeting Notes

Attendees: Frank Pinnell, Mark Vest, Curtis Casey, Candy Howard, Nettie Klingler, Eric Bishop, Jeanne Swarthout, Ann Hess, John Velat, Eric Henderson, Pat Canary, Rose Kreher (sect'y), Cindy Hildebrand, Blaine Hatch

1) Subcommittee reports:

   a) #1:
   b) #2: Mark reported the large group hasn't meet in the past month, but they are still working in paired groups.
   c) #3: Eric Henderson says group will be doing board presentation on Feb.; members are still developing answers to questions formulated about finding evidence.
   d) #4: Eric Bishop will be meeting with Leslie Collins next week; during Donna's absence he is acting at the group's liaison
   e) #5: Candy reported she set up and organizational chart of resources for evidence; group will next meet Feb 20 (conference call)
   f) Data: Nettie reported the group met via teleconference yesterday. They have developed a response to the Criterion 4 subcommittee's list of data requests.
   g) Will be developing a template of guidelines/parameters (a simple bulleted list) for subcommittee requests
   h) Communications: Ann reported that the group met for the first time this week and chose two activities to start with ((1) gathering student success stories, (2) all-college email to help alleviate confusion about accessing SPASC SharePoint site)
   i) Jeanne will being patching in Criterion subcommittee reports made to the DGB in her monthly newsletter
   j) She will also start including a Q&A type contest to encourage thorough reading of her newsletters.

2) Commitment vs. Compliance: Nettie reported that she had given a CvC presentation at the VPIC meeting on the 23rd. The group (Pat C., Eric B., and Jake Hinton) will start sending brief reports of their activities to Jeanne for inclusion in her newsletter

3) John Valet, new director of Information Technology, says that there are wiki components in the course management systems they are reviewing for the college.
   a) The wikis can be demonstrated at the next SPASC meeting

b) SPASC members should have ideas about what functions they would like to see in a wiki

4) Action plan assignments have been/or should be allocated by task in the Pillars matching Criterion
   a) See Pillars Prioritized with Criteria folder
   b) Rose & Jeanne will work with editing older versions of documents in SharePoint
   c) There is need to make connections between Master Plan and the Strategic Plan
      (1) Blaine says company is interested in having the overall view
      (2) Making this connection important to other action plans as well
   d) No posting to Pillar 3 (technology) as they are working separately and will do own posts
   e) Jeanne and Rose will get together to work on standardizing postings so that subcommittees and designees can see what they need to be addressing
   f) Jeanne will send graphics from Donna's Power Point presentation at Convocation (diagram outlining Accreditation and Strategic Planning tasks) for posting on SharePoint

5) Quick Fixes
   a) Members went through a completely unedited convocation Quick Fix list and listed items currently being implemented or about to be initiated. A few suggestions were eliminated as being completely "un-doable" (e.g., changing the name of the college).
   b) Other groups, such as IT, will also be reviewing the list to see what other suggestions they can quickly accomplish
   c) The list will be edited again in one month.

6) There were 34 provocative propositions (long-term priorities) developed from Convocation activities
   a) SPASC members should study these and prioritize and bring their recommendations to the next meeting.
   b) Also include appropriate place to link propositions (i.e., Pillars or Criteria, or NPC committees)

7) Jeanne will have John Chapin post the appendix to the Constellation survey on the IntraWeb.
   a) The appendix was prepared by the Higher Learning Commission and is graphic representation of responses to the survey arranged by respondent group.

8) Group agreed that it is necessary to establish deadlines for data requests/ and subcommittee recommendations to ensure we are getting somewhere.
   a) The first of April was decided upon

9) In other areas, Jeanne and Ann Hess will work together to set up a "measurement" (e.g., thermometer) of how the college is moving along in accomplishing objectives.

10) Also, Jeanne reported that the HLC visit time might change from Fall 09 to Spring 2010 (mid-March or early April). She will keep everyone apprised.