

**NORTHLAND PIONEER COLLEGE**  
**COLLEGE COUNCIL (CC)**  
10 October 2014  
2:00 p.m. – 4:00 p.m.  
Video I

Voting Members Present: Maderia Ellison (Chair), Susan Jamison (Vice-Chair), Blaine Hatch, Dawn Johnson, Tracy Chase, Julie Peck, Ina Sommers, Shawntel Skousen, Susan Olsen, Jenna Che' Shockey, Michelle Mariszewski  
Voting Members Excused: Betsy Peck, Vicki Bessinger  
Voting Members Absent: Gary Mack  
Non-Voting Members Present: Sharon Hokanson, Terrie Shevat (Recorder)  
Guests: Nicole Ulibarri

**I. Welcome and Roll Call**

Maderia Ellison called the meeting to order at 2:00 p.m. followed by roll call of members present.

**II. Adoption of Agenda**

Tracy **MOVED** to adopt the agenda as presented; **SECOND** by Susan J. Motion **APPROVED** by unanimous vote.

**III. Approval of Minutes – September 12, 2014**

Dawn **MOVED** to approve the September 12, 2014 minutes as presented; **SECOND** by Tracy. Motion **APPROVED** by unanimous vote.

**IV. Old Business**

a. **Action Item: Revised Operational Guidelines**

Maderia reviewed two additional changes made to the revised Operational Guidelines proposed by Susan Olsen and asked CC members for further comments or changes. No additional discussion. Susan O.

**MOVED** to approve the revised College Council Operational Guidelines as amended on October 10, 2014; **SECOND** by Ina. Motion **APPROVED** by unanimous vote.

b. **Timing of Monthly Meeting (informational)**

Maderia announced that College Council will continue to meet on the second Friday of each month from 2 p.m. to 4 p.m. on Video 1 for the remainder of this academic year.

c. **Leave Bank (informational/status)**

Sharon updated CC members on the sick leave bank agenda item discussed and deferred to ERC during the September College Council meeting. Sharon stated ERC has discussed and is currently researching practices from other colleges and organizations across the state. ERC plans to present a recommendation to College Council at a future meeting.

**V. New Business**

a. **FY1415 Budget Development Process (informational)**

Blaine discussed the budget development process and summarized the salary compensation timeline as it relates to the budget. Blaine expects College Council to receive recommendations related to wage early in the calendar year.

b. **Arizona Women in Higher Education/Arizona Woman Council (informational)**

Maderia discussed opportunities for NPC employees and students through two organizations called the Arizona Women in Higher Education (AWHE) and Arizona Woman Council.

i. AWHE is a group of community colleges and universities who are advancing women in leadership roles in higher education. Maderia is the representative for NPC and stated the college may add another faculty representative to the group. AWHE hosts an annual conference in June, and the next meeting will be June 11- 12, 2015 in Flagstaff. The conference is available to employees and open to students. The cost for registration is \$150. Additional information can be found at <http://edsupport.edsup.nau.edu/awhe/>.

ii. The Arizona Women Council is holding a conference at Scottsdale Community College on April 11, 2015. Additional information can be found at <http://www.azwc1.org/>.

c. **Development of College Council Goals for FY1415**

Maderia led a discussion on establishing goals within College Council and asked how CC members would like to see College Council progress. Ideas discussed include establishing goals for College Council Standing Committees, addressing how we solicit for input from All NPC, adding the mission statement, explanation of what College Council is about, and list of members to the call for agenda items, and allowing faculty and staff to forward ideas through their association representative. **Task:** CC members were asked to think about what they would like to accomplish for this year. Ideas/discussions can be submitted to Terrie to be compiled for future planning.

**VI. Organization Reports**

- a. *Administrative Staff Organization (CASO) Report –Ina Sommers*  
CASO held their first meeting on September 19. Discussions include the 2015-16 salary proposal, request for change to the internal hiring process, and tentative planning for an All CASO team building event following the January Convocation.
- b. *NPC Faculty Association Report – Tracy Chase*  
The Faculty Association met this morning and discussed a recommendation from John Chapin to suggest NPC adopt an alternative energy curriculum. The Faculty Association also discussed the results of their last Qualtrics survey and forwarded the results to President Swarthout. A formal recommendation for presentation to the Faculty and President Swarthout will be drafted this month.
- c. *Student Government (SGA) Report – Jenna Che’ Shockey*  
SGA held their second meeting last Friday and handed out laptops to three lucky winners who participated in the laptop scholarship. SGA plans to organize a food drive this November and hopes to elicit NPC and community involvement. SGA is planning a trip to Los Angeles to attend a Student Government Convention on November 22.
- d. *Strategic Planning & Accreditation Steering (SPASC) – Blaine Hatch*  
SPASC continues to meet twice a month and is available for anyone who would like to attend. Blaine encouraged members of College Council and others to participate. Mark Vest continues to send out SPASC email updates to All NPC. SPASC is working on the content of the new Strategic Plan and will be discussing key performance indicators during their next meeting scheduled on Friday, October 17.

**VII. Standing Committee Reports**

- a. *Employee Relations Committee Report – Sharon Hokanson*  
ERC is preparing to discuss salary recommendation.
- b. *Student Success Committee Report – TBD*  
No report.
- c. *Sustainability Committee Report – Margaret White (absent)*  
No report.

**VIII. Adjournment**

Tracy **MOVED** to adjourn; **SECOND** by Dawn. Motion **APPROVED** by unanimous vote.

**IX. Next Meeting – November 14, 2014, 2:00 pm on Video I**

**To Do's:**

- 1. **All CC members** to think about what they would like to accomplish for this year. Ideas/discussions can be forwarded to Terrie to be compiled for future planning.
- 2. **All CC members** to encourage active meeting participation from non-members.