

**NORTHLAND PIONEER COLLEGE
COLLEGE COUNCIL (CC)**

8 November 2013

1:00 p.m. – 3:00 p.m.

Video I

Voting Members Present: Peg Erdman (Chair), Maderia Ellison (Vice-Chair), Blaine Hatch, Dawn Johnson, John Chapin, Susan Jamison, Tracy Chase, Deborah Keith, Sandy Manor, Susan Olsen, Vicki Bessinger, Linda Humes, Kyle Nowell, Michelle Maciszewski
Voting Members Excused: Jake Hinton-Rivera, Margaret White
Non-Voting Members Present: Jeanne Swarthout, Ina Sommers, Terrie Shevat (Recorder)
Guests: Ann Hess, Susan Acton

I. Welcome and Roll Call

Welcome and roll call by Peg Erdman.

II. Adoption of Agenda

- a. John **MOVED** to adopt the agenda as presented; **SECOND** by Susan J.

III. Approval of Minutes – October 11, 2013

- a. Tracy suggested the following change under VI. Organizational Reports, b., i.; replace misspelled word “ColTrex” with the word “Qualtrics”.
 - i. Susan **MOVED** to approve the minutes as amended; **SECOND** by Kyle.

IV. Old Business

- a. Operational Guidelines
 - i. Peg presented members with the amended Operational Guidelines to include changes previously approved during the October 11, 2013, meeting. The updated Operational Guidelines will be posted as amended on the College Council Group page on My NPC.

V. New Business – Agenda Call

- a. ERC Recommendation for Salary Increase – Action Item
 - i. Ina led the discussion on ERC’s recommendation for salary increase for FY1415 submitted to College Council for recommendation to the Executive Team. Blaine requested clarification from Ina under *1. Delay the implementation of Faculty step reductions*, noting he understood it is not a delay in implementation but rather a delay in making a recommendation of the proposed 1.5% reduction in step increases. Ina agreed a word error was made and will correct the document. John stated his opposition to the ERC document due to a process governance issue noting his opinion that compensation resolution recommendations should be submitted from CASO and the Faculty Association directly to the President and Executive Team. After continued discussion and review of the ERC document, Sandy **MOVED** that the recommendation for salary increase from ERC be tabled and be sent back to Chairman Gary Reyes for rewriting and possible inclusion of decisions from the Faculty Association meeting currently in process, and resubmit for the College Council December meeting; **SECOND** by Dawn J. Motion **APPROVED** by unanimous vote.

VI. Organization Reports

- a. Classified Administrative Staff Organization (CASO) Report – Ina Sommers
 - i. Ina reported candy sales are doing well and encouraged everyone to purchase CASO chocolate bars and support student scholarships. CASO is working with the Faculty Association to plan a joint retreat for Spring. Ina shared CASO's appreciation for the opportunity given to CASO and the Faculty Association to collaborate with Dr. Swarthout on planning the January Convocation.
- b. NPC Faculty Association Report – John Chapin and Tracy Chase
 - i. John and Tracy reported on Faculty Association meetings held last week. Tracy sent out a Qualtrics survey on Monday asking all faculty if they prefer to keep the Senate structure or return to Faculty Association representation. As of this morning the vote was two to one in favor of returning to a Faculty Association structure. The Faculty Association will continue to hold two meetings and use Qualtrics surveys for important matters.
- c. Student Government (SGA) Report – Michelle Maciszewski
 - i. Michelle announced two new SGA members, Linda from PDC and Erica from Hopi. The laptop scholarship deadline is November 8, with decisions to be made on November 15. SGA is holding a food drive through November 21 for non-perishable food items. On November 30, the entire student body is invited to volunteer their time at the local animal control shelter cared for by Pet Allies.

VII. Standing Committee Reports

- a. Employee Relations Committee Report – Sharon Hokanson (absent)
 - i. No report.
- b. Student Success Committee Report – Ann Hess
 - i. Ann reported on the SSC meeting held on October 30. Moving the withdrawal date in line with the 50 percent refund date was discussed. Beulah will work with Jake to present the data and proposed move to Instructional Council on November 22. Mandatory advising was discussed and committee members reviewed data regarding cumulative hours of enrolled students for the 1213 academic year. Policy implementation was discussed with the decision to hold until further direction was received from the Quality Initiative discussion by SPASC. Ann reported an alumni award recipient will be at the November Board meeting. Quality nominations for this award are needed.
- c. Sustainability Committee Report – Margaret White (absent)
 - i. No report.
- d. Strategic Planning & Accreditation Steering (SPASC) – Blaine Hatch
 - i. SPASC's primary focus is to prepare a draft of the strategic plan and move it forward to the November DGB meeting with Board approval in December. SPASC is moving forward with accreditation requirements including the assurance database and the Quality Initiative.

VIII. Adjournment

- a. Susan O. **MOVED** to adjourn; **SECOND** by Dawn J.
 - i. Motion **APPROVED** by unanimous vote.

IX. Next Meeting – December 13, 2013, 1:00 pm on Video I – Conference line 7479 is reserved for College Council members who are unable to participate in person.