

**NORTHLAND PIONEER COLLEGE
COLLEGE COUNCIL (CC)**
13 December 2013
1:00 p.m. – 3:00 p.m.
Video I

Voting Members Present: Peg Erdman (Chair), Maderia Ellison (Vice-Chair), Blaine Hatch, Jake Hinton-Rivera, Dawn Johnson, Tracy Chase, Sandy Manor, Margaret White, Susan Olsen, Vicki Bessinger, Linda Humes, Michelle Maciszewski

Voting Members Excused: Kyle Nowell, John Chapin, Susan Jamison, Deborah Keith, Dawn Palen

Non-Voting Members Present: Jeanne Swarthout, Ina Sommers, Sharon Hokanson, Terrie Shevat (Recorder)

Guests: Nicole Echaes

I. Welcome and Roll Call

Welcome and roll call by Peg Erdman.

II. Adoption of Agenda

- a. Blaine **MOVED** to adopt the agenda as presented; **SECOND** by Susan O.
 - i. Motion **APPROVED** by unanimous vote.

III. Approval of Minutes – November 8, 2013

- a. Susan **MOVED** to approve the minutes as presented; **SECOND** by Margaret.
 - i. Motion **APPROVED** by unanimous vote.

IV. Old Business

- a. ERC Recommendation for Salary Increase – Action Item
 - i. Peg led the discussion on ERC's revised recommendation for salary increase for FY1415 submitted to College Council for consideration and recommendation to the President. Peg stated ERC's revised proposal includes information received from CASO. The Faculty Association declined to submit a salary resolution to the ERC. The ERC proposal includes a salary increase of 3.5% for all contracted employees and a one-time stipend based on a percentage to be determined by the President for employees who have reached the maximum grade on the salary schedule. Blaine presented information on the ASRS contribution rate and inflation for 2014, noting ASRS will increase .06% and the Survey of Professional Forecasters predict inflation to average 1.6% by the end of this year, increasing to 2% by 2014. Blaine suggested with a 2% inflation rate, very little change in ASRS, and no expected change in the cost of health insurance, a 3.5% wage increase is very generous. Blaine spoke against the one-time stipend for those who reach the maximum of wage, stating the purpose of having a salary schedule is to set maximums. Maderia expressed her concern with exceeding the expenditure limit noting salaries and employee related expenses make up at least 70% of the budget. Maderia stated an increase of 3.5% may exceed the expenditure limit in FY1415 and suggested a 2% salary increase is appropriate. Margaret and Tracy suggested for College Council to move forward with ERC's recommendation as it stands. Susan O. discussed her status as an employee who is redlined and while she appreciates CASO's recommendation to include a one-time stipend for employees who reach the maximum grade, she suggests this recommendation be removed. Peg echoed Maderia's concerns stating the college needs to be sustainable. After continued discussion, Susan O. **MOVED** that after reviewing ERC's recommendation, College Council recommends a salary increase of 2% according to inflation statistics, and to eliminate the one-time stipend; **SECOND** by Linda. Motion **APPROVED** by majority vote; 8-Yes, 4-No. Upon further discussion of the pending Faculty Association salary recommendation, Susan O. **MOVED** to **AMEND** her approved motion by adding to align the recommendation with what comes forward from the faculty; **SECOND** by Maderia. Amended motion **APPROVED** by unanimous vote.

V. New Business – No new agenda call items for this meeting

VI. Organization Reports

- a. Classified Administrative Staff Organization (CASO) Report – Margaret White
 - i. CASO's Warm & Fuzzy recognition program will keep its name after a recent survey determined a majority of employees are in favor of not renaming the program. CASO is selling the original candy bar with a special holiday wrapper through the end of December. CASO recently awarded two NPC students with a \$1,000 scholarship. Over \$900 was awarded to NPC employees for textbook scholarships through the staff professional development account.
- b. NPC Faculty Association Report – Tracy Chase
 - i. Tracy reported on recent Faculty Association meetings. The Faculty Association voted on a salary recommendation and will submit their recommendation directly to Dr. Swarthout. Faculty discussed participating in an Adopt-a-Highway and highway cleanup program several times a year to include all NPC employees and SGA.
- c. Student Government (SGA) Report – Michelle Maciszewski
 - i. SGA approved a new Early Childhood Education club and with Betsy Peck as the advisor. Michelle reported on the Outdoor club's plan to engage in 6 to 8 trips each year and noted their trip to Mt. Baldy was successful. Winners at each campus were chosen for the laptop scholarship. The food drive was a success with all food delivered to the Love Kitchen. The volunteer event with Pet Allies went well, although the turnout was small. SGA is currently working with PTK on the Dunkin Donuts fundraiser through January 23.

VII. Standing Committee Reports

- a. Employee Relations Committee Report – Sharon Hokanson
 - i. ERC has spent a majority of their time working on a salary recommendation for presentation to College Council. ERC plans to submit a survey asking employees how much they know about flexible spending accounts and to learn if the majority of employees would prefer to keep the existing extended deadline for turning in expenses from the prior year or allowing employees to carry \$500 over into the next year.
- b. Student Success Committee Report – Jake Hinton
 - i. Jake reported on a discussion held by the Student Success Committee during the December meeting. The SSC is seeking direction from College Council concerning two questions the committee would like to have answered: 1. what are the expectations of Student Success as to the charges of this standing committee; 2. what will College Council do with the recommendations from Student Success. Jake expressed concerns with movement towards the institution's goal on quality initiative on retention overlapping resources and postponing the direction that this committee focuses on. Jake is requesting insight from College Council as to how to move forward. Blaine recommended this request be submitted as an agenda item for a future meeting. Jake requested this discussion item be added to the February College Council agenda.
- c. Sustainability Committee Report – Margaret White
 - i. No report.
- d. Strategic Planning & Accreditation Steering (SPASC) – Blaine Hatch
 - i. The strategic plan is moving forward and will be placed on the District Governing Board agenda on December 17 for final approval. Blaine added they are anticipating a variety of departmental and operational plans to be developed as a result of the current strategic plan. SPASC continues to work on accreditation and assurance issues. The next meeting is scheduled for January 17, 2014.

VIII. Adjournment

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

IX. Next Meeting – February 14, 2014, 1:00 pm on Video I