

**NORTHLAND PIONEER COLLEGE  
COLLEGE COUNCIL (CC)**  
14 February 2014  
1:00 p.m. – 3:00 p.m.  
Video I

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

**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.
  - i. Motion **APPROVED** by unanimous vote.

**III. Approval of Minutes – December 13, 2013**

- a. Tracy reported to Peg the last sentence on the first page was not worded exactly as stated during the meeting when College Council members took their vote. Blaine suggested the recording be reviewed to accurately describe the discussion and the vote. Dawn **MOVED** to table the minutes until the recording is reviewed; **SECOND** by Debra.
  - i. Motion **APPROVED** by unanimous vote.

**IV. Old Business**

- a. No discussion

**V. New Business**

- a. Shared Governance – Procedure 2125
  - i. Jeanne led the discussion explaining she started a rough draft of Procedure 2125 which she previously submitted to faculty and will submit to Peg Erdman for distribution to College Council members following this meeting for future discussion on revision of shared governance. Jeanne encouraged members to review both her rough draft and current procedure 2125 and look at committee structure and makeup. Jeanne requested members to also look at the responsibility and charges to be sure this document accurately reflects what College Council should be. John recommended for members to first and perhaps only review the section dealing with College Council itself. John remarked on the Purpose section on Jeanne's draft, which is not included in the current procedure, asking if the language meets College Council member perception of what they are here for. John stated members could compare and contrast the purpose section to the seven points listed in the College Council Operational Guidelines, noting various differences between the two documents. Peg will place the shared governance discussion back on the agenda for the March meeting. Peg instructed members to review draft procedure 2125, College Council Operational Guidelines, and current procedure 2125, and be prepared to discuss.
- b. College Calendar – Mark Vest
  - i. Mark Vest presented a draft 2015-16 calendar built by Instructional Council. Mark stated this calendar is based on two assumptions: 1. to offer more 8-week courses within the 16-week Fall and Spring semesters, and 2. to have a more robust set of Summer offerings. To accomplish this, IC had to recognize and account for the changes the school districts are making in their calendars. Mark discussed several changes to the calendar noting one major change involves moving Spring Break up one week to begin March 14. Mark explained they are trying to run sequenced 8-week classes, so moving Spring Break up one week will allow eight full weeks of classes before and after Spring Break. Mark also discussed a NAVIT issue noting NAVIT is running two days short, so the NAVIT schedule will run two days past the end day of the Spring semester. Susan J. remarked on the lack of prep time for 10-month faculty who start a week early for NAVIT classes. Following a short discussion, Mark suggested the point raised about how we account for prep time for 10-month employees is a conversation for the departments, Faculty Association, and deans. John **MOVED** that College Council give IC its blessing and Imprimatur to IC's draft 15-16 calendar; **SECOND** by Susan J. Motion **APPROVED** by unanimous vote.

- c. Student Success Committee
    - What are the expectations of Student Success as to the charges of this standing committee?
    - What will College Council do with the recommendations from Student Success?
    - i. Jake stated he is looking for direction from College Council on what types of student success the Student Success committee needs to focus on and how they decipher what their goals should be. After a lengthy discussion on SSC focus and suggestions about how to define student success, members agreed for Jake to create two surveys, one for employees and one for students, asking these individuals to identify from a list of student success related data which initiatives hold the highest priority for student success. Jake will use the survey results to determine priorities for student success. Jake will bring this recommendation to the Student Success Committee.
  - d. Discussion of alternatives to compensation for those who have reached the top of their pay scale.
    - i. Peg led the discussion asking for CC member thoughts on alternative ways to compensate employees who have reached the top of their pay scale. Members discussed the existence of professional development opportunities to increase compensation for full time employees, prior consideration for merit increase, and an ongoing proposal to place a percentage of the wage increase to the base as well as to a step whenever possible. Peg queried if College Council should send this agenda item to the ERC for additional discussion. Dawn J. **MOVED** to send this agenda item to ERC; **SECOND** by Susan O. Motion **APPROVED** by majority vote; one opposed.
- VI. Organization Reports**
- a. Classified Administrative Staff Organization (CASO) Report – Margaret White (absent)
    - i. No report
  - b. NPC Faculty Association Report – John Chapin
    - i. John reported that faculty met with the President to discuss the Faculty Association salary resolution for FY 2014-15. Proposals received from the Faculty Association Compensation Committee and College Council through ERC are being taken into advisement as the administration moves forward.
  - c. Student Government (SGA) Report – Sterling West
    - i. Sterling reported for Kyle and Michelle. Student Government Association participated in a joint Dunkin Donuts fund raiser with PTK earning approximately \$140.00. SGA recently traveled to Flagstaff for a team building exercise at the local rock climbing gym. The SGA talent show is scheduled for April 4. SGA is organizing the college road trip to the three public universities in Arizona and the UNM. The Outdoors club is traveling to Flagstaff for a rock climbing and ice skating trip on February 22. Officer elections will be held at the Next SGA meeting on February 21.
- VII. Standing Committee Reports**
- a. Employee Relations Committee Report – Sharon Hokanson (absent)
    - i. No report
  - b. Student Success Committee Report – Jake Hinton
    - i. No additional report
  - c. Sustainability Committee Report – Margaret White (absent)
    - i. No report
  - d. Strategic Planning & Accreditation Steering (SPASC) – Blaine Hatch
    - i. SPASC has been meeting regularly. The Quality Initiative Drafting Committee now has faculty representatives on this committee and will begin to work with staff volunteers to move forward with training and launch the quality initiative drafting activities. In an effort to clearly demonstrate the role that the strategic plan has in moving the budget forward, the SPASC co-chairs will be facilitating the budget hearings that will be held on February 25.
- VIII. Other**
- a. Peg announced that accreditors will visit the campuses on February 25 & 26 for the EMS program. It is a new venture for the EMS program to be nationally accredited.
- IX. Adjournment**
- a. Susan J. **MOVED** to adjourn; **SECOND** by John.
    - i. Motion **APPROVED** by unanimous vote.
- X. Next Meeting – March 14, 2014, 1:00 pm on Video I**