

NORTHLAND PIONEER COLLEGE
COLLEGE COUNCIL (CC)
18 November 2016
2:00 p.m. – 4:00 p.m.
Model Classroom

Voting Members Present: Vicki Bessinger (Vice-Chair), Royce Kincanon, Joan Valichnac, Julie Peck, Brian Gardner, Daphne Brimhall
Voting Members Excused: PJ Way, Dawn Johnson (Chair), Susan Jamison, Ina Somers, Nicole Ulibarri, Ryan Rademacher
Voting Members Absent:
Non-Voting Members Present: Terrie Shevat (Recorder), Bill Fee, Josh Rogers
Guests: Russell Ott, Jeremy Raisor, Maderia Ellison

I. Welcome and Roll Call

Vicki Bessinger called the meeting to order at 2:01 p.m. followed by roll call of members present.

II. Adoption of Agenda

Royce **MOVED** to adopt the agenda as presented; **SECOND** by Daphne. Motion **APPROVED** by unanimous vote.

III. Approval of Minutes – October 14, 2016

Royce **MOVED** to approve the October 14, 2016 minutes as presented; **SECOND** by Russell. Motion **APPROVED** by unanimous Vote.

IV. Old Business

a. *Review Change of Procedure 2125*

Vicki informed council members that before a change in membership can be made to the College Council Operational Guidelines, this change will first need to be approved within shared Governance Procedure 2125. Maderia advised the council to submit changes for CC membership within procedure to 2125 to the President's office for review by the Executive Team. Once approved, CC may move forward with a technical change to the Operational Guidelines to match Procedure 2125.

b. *Review budget timeline update – Maderia*

Maderia reviewed the 2017-2018 Strategic Planning and Budget Development Calendar with council members. Maderia explained the budget calendar is provided to the District Governing Board (DGB) every September for review and approval. She discussed ERC's role in regards to wage and salary recommendation and pointed to specific deadline dates that involve both ERC and CC. She stated that ERC is responsible to provide a recommendation to CC by January 13 on compensation for the 2017-2018 fiscal budget year. She noted that CC may choose to submit the recommendation received from ERC or submit its own recommendation to the President by February 1. Action will be taken by the DGB in March.

V. New Business

a. None

VI. Organization Reports

a. *Classified Administrative Staff Organization (CASO) Report – Vicki Bessinger*

Vicki reported on CASO activities. She stated the annual CASO retreat will not be held during the All College January Convocation this year. Vicki announced the CASO oven mitt fundraiser was a success with nearly all oven mitts sold out.

b. *NPC Faculty Association Report – Ryan Rademacher (written report)*

- We've nominated faculty to serve as Faculty Marshalls for Commencement 2017. Professors Ryan Jones and Pat Lopez will serve as Faculty Marshalls.
- We've heard more about how faculty will be trained on Starfish which is the software underpinning the Quality Initiative required by HLC. There will either be trainings after Convocation or Division Meetings—more details to come. There will also be opportunities to schedule other trainings, as needed, by Deans and/or department chairs.

- I am working to fill the last remaining holes on committees. If committee chairs know of any other issues with membership, please let Ryan know.
- c. *Student Government (SGA) Report – Josh Rogers*
No report.
- d. *Strategic Planning & Accreditation Steering (SPASC) – Maderia Ellison*
Maderia reported that SPASC met today and is currently focusing on developing an Enrollment Management Plan followed by a Technology Management Plan.
- e. *Instructional Council – Ryan Rademacher (written report)*
 - Not a whole lot to report—we’ve finished with some big revisions to procedures, and are preparing for the wave of changes that will come once the new placement mechanism is put into action.
 - IC is having discussions about whether or not there is a need for a “curriculum specialist” — someone to help faculty who are submitting changes to IC (via ACRES) navigate the various deadlines and requirements. IC reviewed a tentative job description for such a position, and will review a revised job description in a few weeks. Note: this is not a new full-time position. Instead, this will hopefully be a faculty member who would have the responsibility to work as a liaison between IC and faculty who are submitting changes to curriculum. This idea is very much in its infancy, and Ryan will be sure to update CC as details develop.
 - Anyone with any questions, comments, or concerns about FA, IC, or any part of this update, don’t hesitate to contact Ryan.

VII. Standing Committee Reports

- a. *Employee Relations Committee Report – Bill Fee*
Bill reported that ERC met for the first time this year on Thursday, November 3. Members discussed ways in which the salary recommendation has been handled in the past. Bill noted that CASO and FA will not be forwarding salary proposals to ERC this year. He stated ERC is charged to submit their own recommendation to CC and is currently working to survey other Arizona community colleges, local governments and school districts, as well as gather information on potential health care cost changes. The next ERC meeting is scheduled on December 1, at 2 pm, on 7479. Everyone is welcome to attend.
- c. *Student Success Committee Report – Josh Rogers*
Josh discussed two recent All NPC emails he sent out regarding PASS updates and Starfish updates. Josh asked council members for questions.
- c. *Sustainability Committee Report – Stacy Ashcraft*
No report.

VIII. Adjournment

Royce **MOVED** to adjourn; **SECOND** by Russell. Motion **APPROVED** by unanimous vote.

IX. Next Meeting – December 9, 2016, 2:00 pm in Video I