

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

9 December 2016

2:00 p.m. – 4:00 p.m.

Video I

Voting Members Present: Dawn Johnson (Chair), Vicki Bessinger (Vice-Chair), Royce Kincanon, Joan Valichnac, Julie Peck, Brian Gardner, Daphne Brimhall PJ Way, Susan Jamison, Ina Somers, Ryan Rademacher

Voting Members Excused: Nicole Ulibarri

Voting Members Absent:

Non-Voting Members Present: Terrie Shevat (Recorder), Stacy Ashcraft

Guests:

I. Welcome and Roll Call

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

II. Adoption of Agenda

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

III. Approval of Minutes – November 18, 2016

Ryan **MOVED** to approve the November 18, 2016 minutes as presented; **SECOND** by Royce. Motion **APPROVED** by unanimous Vote.

IV. Old Business

a. *Revision of Procedure 2125 – Dawn Johnson*

Dawn updated council members on the request to change CC membership within Shared Governance Procedure 2125. She announced the change was approved and the CC Operational Guidelines were updated to match procedure 2125 and posted on My NPC.

V. New Business

a. *Review Academic Calendar – Ryan Rademacher*

Ryan reported that two versions of the 2018-2019 academic calendar were submitted to IC for review: traditional and alternative. He stated the alternative calendar included a fall break day which would fall half way through the semester at the end of the eight week courses. Having received no passionate arguments from faculty to include a fall break day, IC's recommendation was to move forward with the traditional calendar.

VI. Organization Reports

a. *Classified Administrative Staff Organization (CASO) Report – Ina Sommers*

Ina reported on CASO activities. CASO completed their oven mitt campaign earning a total of \$852.18 for student scholarships. Ina thanked everyone for their support and reminded the group that candy bars can be purchased from all front office locations or libraries for \$1 with all proceeds going towards student scholarships.

b. *NPC Faculty Association Report – Ryan Rademacher*

Ryan reported that Magda Gluszek just finished up the second annual empty bowls project and raised \$1,860 with all proceeds going to The Love Kitchen in Pinetop. The Faculty Association plans to meet after Convocation in the Spring.

c. *Student Government (SGA) Report – Josh Rogers*

No report.

d. *Strategic Planning & Accreditation Steering (SPASC) – PJ Way*

PJ updated the council on SPASC activities. He stated SPASC is working on developing an Enrollment Management Plan and has issued an Enrollment Management Activities Inventory form to a select group to gather information on what the college can do and determine how the college is doing it today. Developing a technology plan is the next step in the process which PJ explained is not an action plan but rather a way to achieve the goals that are set forward based on standards we create. Information Services (IS) is currently going through its own internal process to support the development of this plan. PJ requested a team of nine people

to accomplish three objectives: 1. Create an IS mission statement; 2. Define IS core values; 3. Put together a SWOT analysis. Pj proposed the team include at least one student.

e. *Instructional Council – Ryan Rademacher*

Ryan reported that IC is looking at updating the incomplete grade sheet and is working their way through curriculum.

VII. Standing Committee Reports

a. *Employee Relations Committee Report – Bill Fee*

Dawn reported for Bill in his absence. ERC met on December 1 and discussed progress on data collection for the 2017-18 salary recommendation. ERC will submit a draft proposal to College Council on January 13. ERC received a proposal from CASO regarding academic options on NPC job descriptions. The next ERC meeting is scheduled for January 5.

c. *Student Success Committee Report – Josh Rogers*

No report.

c. *Sustainability Committee Report – Stacy Ashcraft*

Stacy reported on current activities. The Sustainability Committee has discussed opportunities for Christmas tree recycling and will get this information out to NPC employees. The committee is also looking at various recycling opportunities available and what people are doing. Stacy will draw up flyers that will help to educate people as to which items are recyclable and address ways in which people can recycle in multiple areas.

VIII. Adjournment

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

IX. Next Meeting – January 13, 2017, 2:00 pm on Video I