

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, January 4th, 2019

9:00 a.m. – 11:30 a.m.

PDC – NLC 143

Voting Members in Attendance: Rickey Jackson (Proxy for Peggy Belknap); Colleen Readel; Randy Hoskins; Ann Hess; Lauren Maestas; Jessica Kitchens; Kevin Jones; Susan Jamison;

Advisory Members in Attendance:

Others in Attendance: Paul Hempsey (Recorder); Jennifer Bishop; Judy Yip-Reyes (By telephone);

1. Call to Order

Randy Hoskins called the meeting to order.

2. Roll Call

Paul Hempsey conducted the roll call.

3. Approval of Minutes from 12/21/2018

*Kevin Jones made a motion to approve the 12/21/2018 minutes. Ann Hess seconded. **The motion passed unanimously.***

4. Assigned Tasks

2019 Planning Calendar:

Randy Hoskins presented his draft and noted there were still items that should be added. Judy Yip-Reyes offered to put the calendar in an Excel Spreadsheet format. Judy Yip-Reyes asked for clarification on some of the items and when and how SPASC would approve items. Randy Hoskins noted that this is a living document and will be updated throughout the year.

Judy Yip-Reyes noted that she would not be in attendance at the January 18th meeting but would submit the Accreditation Priority Worksheet and Operational Plan for approval at the meeting.

Rickey Jackson and Ryan Jones will report on Guided Pathways at the May District Governing Board Meeting. Rickey Jackson also noted that reports to the board could follow the Planning cycle, once SPASC receives the report it is approved to go to the Board.

The committee discussed what is required for Board presentations at their monthly meetings.

Discuss spasc@npc.edu:

The committee discussed the need for a feedback email for the college to provide their thoughts on accreditation. The group decided not to create a new address and keep any SPASC feedback going to Paul Hempsey for distribution.

*Ann Hess made a motion to halt creation of a new email address for feedback. Susan Jamison seconded. **The motion passed unanimously.***

5. Spring 2019 Convocation Presentations

2018-19 Strategic Priorities:

Susan Jamison reviewed her PowerPoint presentation and the committee provided some final feedback.

Accreditation:

The committee reviewed and discussed the Accreditation PowerPoint for Convocation. The committee discussed the remaining Convocation Agenda. Colleen Readel noted her concern about the Parking Lot at SCC for Monday.

6. Break

The committee took a five minute break.

7. Board Training on Accreditation

Discussed above.

8. Executive Report

Rickey Jackson announced that he would not be applying for the VPLSS position and encouraged attendance at the VPLSS panel during Convocation.

9. Long Term Plans/Concerns/Actions

No discussion.

10. Next Steps/Review of Tasks/Agenda Items

Task: Review the Planning Cycle and provide feedback to Randy Hoskins – **All Committee**

Task: Cancel support ticket – **Colleen Readel**

Task: Provide Final Convocation PowerPoints to Pat Day – **Judy Yip-Reyes and Susan Jamison**

Task: Contact OR's for January 18 meeting – **Randy Hoskins**

Task: Put Planning Calendar into an Excel format – **Judy Yip-Reyes**

Task: Agenda Items – **Paul Hempsey:**

11. Adjourn

*Jessica Kitchens made a motion to adjourn. Kevin Jones seconded. **The Motion passed unanimously.***