

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, April 17th, 2020

9:00 a.m. – 11:30 a.m.

ZOOM

Voting Members in Attendance: Susan Jamison; Kevin Jones; Jessica Kitchens; Peggy Belknap; April Horne; Judy Yip-Reyes (Proxy for Lauren Maestas); Cathy Burson; Chris Cribbs.

Advisory Members in Attendance: Jessica Clark; Denise Rominger; Jianbo Guo.

Others in Attendance: Paul Hempsey (Recorder); Scott Estes; Mark Vest; Stephanie Lymer; Susan Jensen; Josh Rogers; Diane Joe.

1. Call to Order

Kevin Jones called the meeting to order.

2. Roll Call

Paul Hempsey conducted the roll call.

3. Approval of Minutes from 4/3/2020

*Susan Jamison made a motion to approve the minutes from 4/3/2020 with noted correction. April Horne seconded. **The motion passed with a unanimous vote.***

4. Tasks from 4/3/2020

Paul Hempsey reviewed the task list from the previous meeting.

5. Invited Guest

HLC Recommendations Overview:

Judy Yip-Reyes reviewed the letter received from the Higher Learning Commission affirming the report from the Peer Review Team. An interim report is due December 17, 2021 and focuses on Strategic and Integrated Planning. Judy reviewed the specific recommendations made in the letter.

Peggy Belknap stated she thought the decision was not fully justified but that they had provided a clear framework for us to follow and now we need to do that. Susan Jamison felt that she was missing the full picture as a SPASC member, such as the facilities plan or individual department efforts.

6. Strategy Review Team

Judy Yip-Reyes reviewed the Proposed Implementation Process developed from input received at the last meeting. The committee discussed the feedback loop in the process.

Judy asked those present to consider two questions in smaller groups and provide feedback once they rejoin the main session.

Judy noted the responses (See below) from each group and the committee discussed making a recommendation to Leadership Council. While they did not get to a recommendation the points discussed included;

- Where would Accreditation Fall.
- What would membership of the Strategy Review/Implementation Team come from and look like.
- The exact role of the new team, whether a review and recommendation committee, project managers for initiatives, etc.
- Are they a sub-group of Leadership Council.

The co-chairs offered to make a draft recommendation for the next meeting so this discussion could be completed.

7. Break

The committee took a 10-minute break before discussing Needs Assessment.

8. Discussion

SPASC Communication Plan:

Jessica Kitchens asked if the committee had any needs that the co-chairs could be providing in the future. Peggy Belknap suggested the group needed to complete the discussion and recommendation for Leadership Council as it could completely change the committee.

9. DGB & Leadership Council Update

None.

10. Executive Report

President Vest noted that he covered a lot during the Wednesday meeting and Susan Jamison noted the recording was available on MyNPC for anyone that missed the meeting.

11. Next Steps/Review of Tasks/Agenda Items

Task: Share Peer Review Team Report at a Wednesday All College meeting – **Mark Vest**

Task: Create recommendation for the future of SPASC – **Co-Chairs**

Task: Agenda Items – **Co-Chairs**

- Future of SPASC

12. Adjourn

*April Horne made a motion to adjourn. Chris Cribbs seconded. **The Motion passed unanimously.***

<p>Group 1 –</p> <ul style="list-style-type: none"> • Appropriate not to have as many people in membership (5-7) • Ask some SPASC members for willingness to join the Strategy Review Team • NPC knowledge, detail-oriented, comfortable looking at data, organized • First-come-first-served to join; want to have people really want to join • Summarize – SPASC is not viable in the direction that we are going. From our strategic plan, there will be initiatives. We need a group with specific skill sets to review our initiatives to check if we are on track. No name came up yet, but it will be initiative review group (neutral) to keep projects on track and keep Leadership Council informed. Also this group can see all groups and help guide and share good practices in keeping the projects going. 	<p>Group 2 –</p> <ul style="list-style-type: none"> • Project management skill • Keeping track of students reached and not reached and see overlapping areas across project; identify opportunities • SPASC – possibly restructure or doing away with it; currently planning seems to occur at Leadership Council level and not at SPASC level
<p>Group 3 –</p> <ul style="list-style-type: none"> • Is this committee the new and improved SPASC committee? Need to define roles and what get sent to this committee. What projects are delegated to this committee and what projects are to the departments? • If they are overseeing particular initiatives and the projects are not on time, what kind of teeth this committee for enforcement? • Membership – key constituents from all areas; knowledgeable about impacts on their individual areas 	<p>Group 4 –</p> <ul style="list-style-type: none"> • Proposed implementation process –SPASC not mentioned at all; can we assume SPASC is gone. • Who is making decision forward in that planning process?