

Leadership Council

Minutes

Friday, August 19, 2022 at 9am

SCC – LC Symposium

Attendees:

Council Members: Raeann Brittain (Proxy for Karen Zimmerman); Shenethia Manuel; Judy Yip-Reyes; Maderia Ellison; Pat Lopez; Katie Matott; Jodie Humphrey; Melody Niesen; Allison Landy; Scott Flake; Luann Crosby; Jeremy Raisor; Josh Rogers; Mike Solomonson; Ryan Jones; Curtis Stevens; Gail Campbell; Justin White; Ruth Zimmerman; Wei Ma.

Others Present: Paul Hempsey (Recorder); Chato Hazelbaker; Betsy Wilson; Jessica Kitchens; Leslie Dye; Xander Henderson; Susan Jensen; Tamara Osborne.

1. **Call to Order:** Judy Yip-Reyes called the meeting to order and provided a few reminders to everyone present.
2. **Roll Call and Quorum Check:** Paul Hempsey confirmed a quorum was present.
3. **Approval of Minutes from May and July Meetings**
*Ruth Zimmerman made a motion to approve the minutes from the July meeting. Maderia Ellison seconded. **The motion carried unanimously.***

*Melody Niesen made a motion to approve the minutes from the May meeting. Pat Lopez seconded. **The motion carried unanimously.***

With so many abstentions in the voting, committee members asked for a future review of the voting process.

4. New Business:

A. Orientation

Judy Yip-Reyes welcomed the newest members of the committee and provided a brief orientation for all members.



LC - Planning
Review 1.pdf

With no questions or comments from the group Judy noted she would be presenting more later in the meeting.

B. DEI Recommendation

Chato Hazelbaker reviewed a recommendation to create a Belonging Team at the college to assist with Diversity, Equity, and Inclusion work and outlined what he saw the group tasked with.

A nomination process would be used with the President's Cabinet selecting no less than five and no more than seven members from the nominees.

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The committee discussed the potential crossover with the current grassroots group and potential tension points or overlap in work. Where the group fits within Shared Governance. What metrics could and should be used to assess success and how reports will be delivered to Leadership Council.

To address some of the concerns Chato suggested that Judy Yip-Reyes should be assigned as a liaison between the new group and current grassroots group even if she was not nominated. The new group would become a sub-committee of Leadership Council who would then request reports as needed.

Allison Landy made a motion to recommend to the President that a Belonging Sub-committee of Leadership Council be created per the recommendation and related amendments from discussion. Josh Rogers seconded.

Judy Yip-Reyes asked for clarification on the liaison role that she may be given and the length of time it may be needed. The committee discussed the potential pitfalls of having two groups at the college, the delineation of tasks and the workflow between the groups, with multiple members suggesting how they thought the groups could work together successfully.

The motion carried unanimously.

C. Leadership Council Role at Northland Pioneer College

Judy Yip-Reyes led a discussion on the role of Leadership Council using the scope listed in Procedure 2125. Committee members discussed what items they thought were getting completed and which still needed attention and clarification.



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Review 2.pdf

The committee seemed to agree that they were tackling the Northland Pioneer College (NPC) Strategic Planning, assuring NPC operations, and that Judy was doing a great job keeping them on task for accreditation. While procedure review was ongoing the committee did not think they had created any oversight as required.

Maderia Ellison made a motion to adopt the current Policy and Procedure committee as a sub-committee under Leadership Council. Jeremy Raisor seconded.

The committee discussed how involved they would need to be in choosing membership and what the drafting and review process would look like.

The motion passed unanimously.

Data governance discussions were put on hold to allow the people who should be heavily involved to participate.

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Judy mentioned that in her opinion the strategic planning scope of work still lacked structure. Some committee members thought that there was a lack of engagement from the start of the process and the work fell to a small group who answered the call to complete the work. Communication strategies were also questioned. In the interest of time discussion was put on hold to come back at a future meeting.

D. Progress on establishing college-wide master calendar

Pat Lopez asked to revisit the possibility of implementing a college-wide master calendar which would allow everyone to know more about what was going on at the college and particularly to assist with tracking meetings at the college.

Chato Hazelbaker mentioned that a group of employees were currently looking at the possibilities within SharePoint, with a calendar function being on that list, and suggested they be allowed to complete the assessment and then report to the council.

E. Meeting conflict on November 18, 2022

It was determined that Instructional Council could meet in the afternoon without conflicts this year.

5. Information:

A. NASNTI grant projects

Betsy Wilson, Josh Rogers, Jeremy Raisor, and Michael Solomonson presented details on the most recent Title III grant submission.



5 NASNTI grant
proposed projects.p

Katie Matott suggested that everyone at the college should have some sort of generalist training to allow them to correctly answer some of the most commonly asked questions. Michael Solomonson responded with some of the early stage discussions on how that could be accomplished. SharePoint was again mentioned as a potential resource that could be utilized.

6. Next Meeting Reminders

Judy Yip-Reyes provided a reminder of details for the September meeting.

7. Adjourn:

Judy Yip-Reyes declared the meeting over.