

Northland Pioneer College
Strategic Planning and Accreditation Steering Committee (SPASC)
February 3, 2012

Members in attendance: Peggy Belknap, Brian Burson, Paul Clark, Andrew Hassard, Blaine Hatch, Jeannie McCabe, Debra Myers, Ryan Rademacher, Mark Vest, Leslie Wasson

Advisory members in attendance: Trudy Bender, Eric Bishop, Eric Henderson, Ann Hess, Cindy Hildebrand, Jeanne Swarthout

Guests: Colleen Readell (recorder), Kristin Thomas

- I. Approval of Minutes from 1/20/12
 - a. Motion to approve by Andrew Hassard; second by Ryan Rademacher
 - i. Unanimously approved
- II. Scan the Plan – Pillar 6 (Blaine Hatch)
 - a. Strengthen Facilities through Planning, Development and Renewal

This is one of the Pillars that during the period of time when we had some economic difficulties and resource concerns we backed off and refocused to a certain degree and put more emphasis on the planning piece.

 - i. Priority 1 - Disseminate and implement safety and emergency plan for natural disasters, manmade events, health threats, and hazmat events
 1. Refocused this effort away from some planning and moved to security guards which have been implemented at all campus locations. Still trying to find a fit at WRV Center. Switched to implementation of surveillance cameras at all locations with the exception of Apache County. Apache County would like to hold on the surveillance cameras and we will continue to revisit. We are continuing to implement the RAVE system for emergency contacts.
 2. The remainder of the goals will continue to be implemented and completed during the current fiscal year and Blaine has added some new tentative dates.
 3. This Priority should continue in the Strategic Plan but it may not continue to be listed as Priority 1.
 4. Blaine asked for any questions or concerns related to Priority 1.
 - a. Mark commented that he has heard from some people about having been at other community colleges or universities in the state and they've seen tabbed booklets in classrooms for different types of emergency situations that give instructions

for what to do in each type of situation. Blaine has said this also a consideration for us.

- b. Andrew asked about the bill regarding bringing guns into the classroom for both faculty and students.
 - i. Jeanne stated it is being heard in committee on Monday and there are now three bills related, each a little different – they will be heard on Monday in committee. Both universities and community colleges are working together on testimony against the bill. Maricopa has done an initial run at what it would cost them to have the secure lockers and it would be a minimum of \$3 million just for the lockers.
 - ii. Blaine stated NPC would have to have a locker in every building. For us that would be approximately 50 sets of lockers.
 - iii. Jeanne – Ron Gould has two of these bills. University of Arizona (UA) had their chief of security testify against the previous bill which cause problems because he was in uniform. If you go on the Arizona legislature site you can watch and listen to the testimony and see what kind of questions come up.
 - iv. Blaine – On a related note there is also some legislation in response to the shooting in Tucson last year that would require community colleges to take some kind of action and notification related to students and employees who have had some erratic behavior.
- ii. Priority 2: Evaluate facilities to maximize efficient usage while responding to current needs and considering future instructional needs

This Priority has the largest number of goals. It encompasses a broad array of planning activities.

 1. Master Facilities Plan – The process has begun and we should be getting word out early next week related to some meetings for the entire college community as well as the communities that we serve to attend during the week of February 13th. The process has begun and the delivery date of that Master Facilities Plan is prior to the end of the fiscal year and we should have that product ready. That product will then help us move forward in accomplishing many of the other goals that are listed under Priority 2. Many of these goals are not scheduled to be completed in the current fiscal year.
 - a. The other piece that we have moved forward on and will be combined with the Master Facilities Plan is the Skill Center planning at the Painted Desert campus. That process has been

approved by the District Governing Board. A first set of discussions has occurred internally regarding what we would like to include. Following the wish list of the first meeting we would need about a 70,000 sq. ft. building that will cost in excess of \$10 million, we're going to pare down a bit. There will be some adjustment and that was just throwing everything out on the table.

- b. First goal of developing the Master Plan and the last bullet of the goal:
 - i. Investigate capital funding options for implementation of the Master Facilities Plan – Blaine's recommendation is that we aren't going to be able to do that this fiscal year; we will have to move it forward. He feels capital funding options for implementation is cash through accumulation by the college. The college can accomplish this in the same way we have done in the past which is to be frugal with our operational costs and try to accumulate money for future use of capital needs.
2. Steps on this Priority would be to begin planning the implementation of whatever is identified in the Master Facilities Plan as priorities. Moving forward with the things that are already listed as Goals for 2012-2013 and address the issue of funding resources. One of the things that is listed as a Goal is to explore partnership options particularly for the Skill Centers. That is something we need to be looking at.
3. Recommend that we continue this Priority in the Strategic Plan and may recommend that it be moved up to Priority 1.
4. We will be sending out a questionnaire regarding the Master Facilities Plan prior to the meetings. That will help focus the discussion during the planning meetings, but will also give you a chance to think about things before you go in.
 - a. There will be two meetings (one morning and one afternoon) for employees at each location on Monday the 13th at White Mountain Campus, Tuesday the 14th at Silver Creek Campus, Wednesday the 15th at Painted Desert Campus, and Thursday the 16th Little Colorado Campus. Each of those days there will be an evening meeting for the community members at the campus.
- iii. Priority 3: Evaluate and implement the Higher Education Presidents Climate Commitment
 1. We have not moved forward here. The sustainability committee has been folded into Shared Governance and is now a standing committee

- of College Council. Blaine does not believe that it has been functioning or reconstituted.
- a. Jeanne stated it has no support. It doesn't have the institutional leadership support it needs.
 - b. Blaine – The next steps with this Priority would be to get organized, get focused and move forward. The goals are not particularly overwhelming; it's just a matter of putting some attention to it. For example, implementing one recommendation annually to move forward really isn't that onerous it's just a matter of putting it on a list and paying some attention to it.
2. Recommendation to continue this Priority in the plan and refocus.
- b. Blaine asked if there were any questions regarding Pillar 6.
 - i. There were none.
- III. Jeanne pulled up information off the legislative website. She wanted to let everyone know that the Senate Judiciary will hear the guns bill around 2:00 p.m.
- a. The other item next week that affects the college is HB2349 also being heard on Monday.
 - i. This is regarding excluding K-12's, college and university campuses from medical marijuana use since that conflicts with federal law, we would not allow medical marijuana users to use on our campuses.
- IV. Review convocation breakout notes
- a. Eric feels that SPASC is the group that should look at these recommendations and see what we can do with them either from a college perspective in general or as something we can include in this round of the Strategic Planning. He sent it out to this group and if we feel it needs to go out to anyone else we can do that as well. He asked if there were any ideas on how we want to approach this. Or do we want to talk about it in the main committee or do we want the Pillar Leads to take these into consideration as they are working with their teams and making revisions to the plan? We can also post this to MyNPC. Eric will be changing the Strategic Planning Input group on MyNPC to Strategic Planning Conversations with Burt-Burt as requested.
 - i. Initial ideas were to post the convocation notes along with requests for input from college members.
 - b. Blaine asked if there is any possibility that the things we received would require a new Pillar. If that were the case how would they move forward?
 - i. Eric – Maybe SPASC should review the plan and see if we need to add or remove any of the plan as Blaine mentioned.
 - ii. Jeanne feels there is so much information in the convocation notes that include good ideas and comments that it overwhelmed us as to what to do with it.
 - iii. Eric – Do we need a Pillar that focuses on completion?
 1. Peggy thinks so; it's a focus that we have.
 2. Jeanne thinks it's a good idea also.

- a. Jeanne likes the idea of a new Pillar focused on completion but there may be an overlap of the student services area and instructional area.
 - i. Trudy added that a lot of these things are ways to accomplish what are in the Pillars and how you can make them happen. Can you take these things and put them into the proper Pillar?
- b. Jeanne – The advantage to creating a separate pillar is it gives more “chops” to completion rather than losing that whole focus by moving everything everywhere. We should ask the Pillar leaders what pieces belong to them before we decide to establish a new Pillar and maybe each Pillar gets a new Priority around completion and everything can fit somewhere that way.
- c. Eric stated that we can have all of the Pillar leads look at it and meet before the next SPASC meeting and come back with a recommendation.
- d. Jeanne agrees with that and feels like there is some redundancy and we just have to deal with it.
- e. Eric stated that the trend is student success on almost all of the break-outs, by design.
- f. Jeanne also likes the idea of putting the convocation information on the Burt-Burt site.
- g. Andrew asked when you look at the current six Pillars, is the idea of completion is closest to current Pillar 1?
 - i. Mark stated that a lot of it is in Pillar 2, Priority 2.
 - ii. Jeanne feels that if the Pillar leaders take a look and see what it does if we created another Priority under particularly Pillars 1 and 2, if it overwhelms those we’ll know if we need to create a new one.
 - iii. Blaine thinks there is a fair amount under Pillar 4 with regard to training (customer service training).
- h. Eric Henderson feels there are a lot of very good ideas but there are also some contradictory things. There are some things that are based on empirical data and other things are more speculative and maybe even erroneous. It’s useful to post it all but it there needs to be some sifting and organizing, pulling the different sections together and seeing where those points that are repeated from one section to another kind of organized.
- i. Mark stated that as one of the Pillar leads, if we are going to get the Pillar leads together, he would like to sit down in advance of the meeting and re-categorize this information and see where it

- fits in the plan as it is written and see how many of these comments fit under the current Pillar structure.
- j. Jeanne stated that are some that can't fit anywhere. Some of these, as we get into Pillar work, are going to go away unless they have something attached to it that is actually a move forward type of thing.
 - k. Trudy asked if something doesn't fit to add it as a goal under a Priority.
 - l. Peggy suggested that it could all fit under Student Learning
 - i. Mark said that it could all fit under Pillar 2, Priority 2 which is: Enhance enrollment, recruitment and management procedures
 - ii. Peggy felt it might be more of Pillar 1 because of completion rate
3. Eric B – We can get the Pillar Leads together to go through the convocation list to make a recommendation if it needs to be a new Pillar or just a Priority within individual Pillars
- a. Peggy – Some of the things that Peggy heard a lot about is how do we get things like fees to fit in or students who hit a CP to be flagged?
 - i. Mark stated they are not automatically flagged but we can run reports to identify those students.
 - ii. Debbie stated if they apply for a CP it is in the database, but if they don't apply you have to run a report to compare a course behavior to a catalog that they started in, but if we did automatically award CP's on the way to a degree we don't have to report them for NSLDS. And, we would have more completion.
 - iii. Mark – You can't automatically award CP's and I think Peggy's point at convocation, you can't do that if you're going to charge people \$15 if they don't apply for one.
 - iv. Jeanne – Yesterday at APASC this was a hot topic; the automatic awarding of AGEC's and reverse transfer on AGEC's and degrees. The main bones of contention at APASC were universal transcript from high school to post-grad. UA wants to start reverse transferring because it will help their numbers and it will help our numbers too. The complexities of it are huge.
 - v. Eric H. stated as it stands now a student can reverse transfer a couple of classes or more from a university to a community college and if they pay the fee they are awarded the associate's degree, right?

1. Jeanne – if they want it. What the reverse transfer would do is take a university transcript or set of courses and if they fit the degree it is automatically awarded.
 - a. Eric H. asked if some people were in favor of that and some were opposed to it.
 - b. Jeanne stated that everyone is in favor of it but no one knows how to do it.
 - c. Eric H. stated that until the official metrics are established it is not wise to increase your numbers in anticipation of that. And, the issue for the student is there isn't any necessity for them to complete the degree if they have the coursework and the certifications that they need from the national accrediting agencies, then they're good to go. Maybe this is a question about how we characterize completers internally – someone who completes the AGEC we automatically report internally that they are an AGEC completer, whether or not they choose to pay a fee on the completion of a Certificate of Proficiency or a Certificate of Applied Science. For external reporting they're going to want that stamp but internally we would know that those are students are completers of the curriculum that we require of them for a certificate.
 - d. Mark feels it goes beyond that because reverse transfer is focused on degrees, keeps the legislature focused on the degree as the definition of completion at the community college when we're trying to steer them away from that.
 - e. Jeanne stated that it is a complicated topic and it is not one that will be resolved in the near future. There is some benefit to the college. There are students, our students, looking at AGEC

completers who are not getting their AGEC stamp before they leave. That is the one thing we need to look at.

- f. Eric H. stated that the discussion so far is indicative of the ways we are going to have to deal with some of these elements that come out of the comments and how we put them together from different groups and how we summarize them.
 - g. Jeanne – The very last suggestion in the last scroll of things “Start with Lighter Course Load”. There is a really good study that just came out that indicates part-time students do much better starting with a lighter course load online.
 - b. Eric B. will work to coordinate a meeting with the Pillar Leads to sit down and have this conversation and start looking through this document, as well as the other members of SPASC, to get us prepped for the Pillar Lead meeting. He will arrange the Pillar Leads to meet before the next SPASC meeting.
 - i. Blaine appreciates Mark’s comment that he thinks reconfiguring this list will make it easier to have a discussion about it prior to that meeting.
 - 1. Jeanne asked Mark if he wanted to take that on.
 - 2. Mark said he was happy to start it. Leslie will assist him.
- V. Moving Pillar teams forward
- a. Eric asked if any of the Pillar Teams have worked to recruit a new round of members and asked for a report.
 - b. Blaine stated that regarding Pillars 4, 5 & 6 discussion has occurred on potential new members and a desire to reconfigure their teams. Do we need to bring those recommendations back here? I know they have already talked to individuals.
 - i. Eric – From what history has shown, the Pillar Leads just choose their faculty and staff member. There can be recommendations from this group, but if you have already had some efforts there that’s fine unless anyone objects to that. There were no objections raised.
 - 1. For Pillar 3 – Eric has a staff member – Kerri Larson. He needs a faculty member and asked Brian Burson for assistance from the Faculty Association in finding/recommending a faculty member. Brian agreed to assist.

2. Pillar 2 – Mark has a staff member and needs to find a faculty member.
3. Pillar 1 – Eric H. and Peggy are still deciding on a Pillar Lead. Eric H. has not contacted anyone. Peggy asked if they needed to talk about something. Eric stated they need to talk about whether they have reconstituted the team to look at Pillar 1 as well as who is the Pillar Lead.

- c. Eric asked if there was anything else on Pillar teams.
 - i. There was nothing else.

VI. Other

- a. Peggy asked where the list is of who has served on the Pillar teams.
 - i. Eric and Jeanne thought it was on the MyNPC page. Eric thinks it's in the discussion threads for MyNPC/Strategic Planning Input indicating who was on the team and letting the college know who they could talk to in addition to just providing comments. Eric stated he could generate that list and send it out to the committee to see who was on it last year. Jeanne asked if Jeannie could take that on since Eric has a lot on his plate right now.
 - ii. Peggy asked who we think is on the Pillar teams.
 1. The group went over who they thought were on the teams last year:
 - a. Pillar 1 – Donna Ashcraft and Kathy McPherson
 - b. Pillar 2 – Curt Casey and Jake Hinton
 - c. Pillar 3 – Gary Mack and Sandy Manor
 - d. Pillar 4 – Bobbi Sample and Peggy Belknap
 - e. Pillar 5 – ?
 - f. Pillar 6 – David Huish and possibly Kenny Keith
 - iii. Eric B. will confirm the names and get the information to Jeannie and she will get the list out to the group

VII. Adjourn

- a. Motion to adjourn by Andrew Hassard; second by Leslie Wasson
 - i. Unanimously approved