

Northland Pioneer College
Strategic Planning & Accreditation Steering Committee
2/16/07
Teleconference

Meeting Notes

Curtis Casey, Jeanne Swarhout, Ben Schoening, Cindy Hildebrand, Mark Vest, Donna Ashcraft, Eric Henderson, Pat Canary, Rose Kreher (secty)

Subcommittee Reports: Criterion 5 (reported by Curtis who is the liaison for this group):

At the groups last meeting they determined their constituencies, both direct and indirect

Individual assignments to gather evidence in each of the constituencies were made...The evidence will show mutual value, e.g., college to the staff, staff to the college; college to small businesses, small business to the college

They will meet again on March 15 to collate their evidences and make a report back to the main SPASC group.

The group is also planning a satisfaction survey (is it on their site?)

Student rep has been a no-show so far. Mark will contact SGA.

Subcommittee Reports: Criterion 4 (Donna Ashcraft, liaison)

Haven't meet again as they are waiting for other groups to catch up with their early surge of productivity.

Subcommittee Reports: Criterion 3 (Eric Henderson)

He is finding it difficult with so many faculty members on his committee to find a time to convene. In the meantime is encouraging them to use the matrix posted on the SPASC site with examples for evidence/data requests.

Subcommittee Reports: Criterion 2 (Mark Vest)

This group will be reporting their mission and activities to the DGB this coming week. (Text of presentation is on the SPASC Criterion 2 site). Of the four components the group is charged with, two are tied to the Strategic Plan, so will have to wait until such a plan develops.

In the meantime they are focusing on (1) Internal assessment and evaluation. They have developed a survey that will go out internally to all departments at the college asking how they are doing, what they are doing, what to do better. The results will be sent to the main SPASC group in mid-May. Survey is also on SPASC site.

The group also needs to meet with Blain regarding future planning efforts budgeting

Subcommittee reports: Criterion One (Blaine Hatch)

Prime goal of this group is to get everyone access to and using of Sharepoint system. They are using the matrix template from the Criterion 4 site to address their concerns.

Discussion on Sharepoint:

Curtis still can't access unless on a school-networked computer; no one can access from home computers

Student reps haven't been logging in

Rose asks that Orr be asked to reconsider decision about Basecamp

(n.b., In my (Rose's) limited experience, Basecamp is better for interactive type things like communication and discussion; Sharepoint is better for document storage. Neither is particularly good for doing both.

(Another note, folks, I uploaded both a .ppt and an.xls file as well as a .pdf file, to the document library with no problem.)

Each group should probably update once a week.

New Postings:

Timeline

Convocation conversations (now as a folder that you need to open)

Assessment conversation from the HLC workshop last year (all groups will benefit, but especially Criterion 3)

Postings yet to come will be the results of last fall's community outreach and student focus group meetings

Rose will add two folders in the document library

Mark and Jeanne will upload files to these folders

Resource Room

Temporary location will be empty office at PDC; possible final location might be CEC

Terri Tubbs has a file cabinet with the 89-99 self-study documents.

Crew should be from each campus and the DO.

The committee thought the librarians would be good coordinators of this task, with the addition of Cindy Hildebrand from the DO

Jeanne will issue the invitation

Data survey

Need to locate where the data are kept

Need descriptions of the data

e.g., IPEDS, OP reports from past years

Brian might have access to some reports in e-format

Jeanne needs to meet with the committee; should appoint Carolyn Pecotte to serve.

ACCA information needs to be scanned and made electronic
Place on the Infoweb site with index
Archive and link

Training for SPASC members was discussed

Items to be included should be:

Impact of new HLC criteria

HLC glossary; definition of terms

Might be a job for the Criterion 3 committee

Direct measure

Indirect measures

Commission Handbook as a guide

How to prepare teams

Other ideas/suggestions for training should go to Jeanne and Donna

Other

Barbara Hockabout added to Criterion 3 committee (Please note: Barbara is already a member of the Criterion 4 group.)

Groups should go through John Deaton to get new SGA 'volunteers' if their current reps are not participating.

The March 10 meeting at the CEC is on!