

Northland Pioneer College
Strategic Planning & Accreditation Steering Committee (SPASC)
March 7, 2008
Audio Rooms

Meeting Minutes

Attendees: Ann Hess, Mark Vest, Blaine Hatch, Eric Henderson, Eric Bishop, John Velat, Donna Ashcraft, John Chapin, Candy Howard, Jeanne Swarthout, Cindy Hildebrand, Rose Kreher (sect'y), Frank Pinnell

Subcommittee reports'

Criterion 1: Blaine reported that the group was able to get in a one-hour, face to face meeting last week. Jeanne was in attendance and helped re-inspire the group and get it to re-focus its perspective. Smaller groups are now working on outlining quick facts, and they will all compare notes at a meeting next Friday (teleconference).

Criterion 2: Mark said that Jeanne's attendance at their meeting was also motivating; major concerns right now are that they are short two members. The student member is out and Bill Grindstaff has resigned. SPASC members okayed Jennifer Witt in Grindstaff slot and Dana "Red" Stevens (NPC IT tech as well as student) to join as the student representative.

Criterion 3: Eric Henderson reported that the group will be meeting this afternoon. All questions for the four competencies examples of evidence have been laid out and today the group will determine their data needs.

Criterion 4: Donna reported for Leslie Collins. Group still working with data request they submitted.

Criterion 5: Candy Howard reported that the group met on Feb. 20; Jeanne also attended. This group is also having trouble keeping student position filled. Committee said since it was so late in the spring semester to let this committee go student-less until Fall semester. Jeanne said that Curtis Casey, SPASC main group member and liaison for this group is leaving SPASC. He will submit suggestions for his replacement.

Data Committee: Jim Jacob has resigned from this committee to work with the Technology Task force. Cindy Hildebrand volunteered to be his replacement and SPASC members breathed a sigh of relief and sent her kissy balls (instead of killer balls). John Chapin wanted verification as to committee member duties; advise and consent seemed to be the overall consensus from SPASC members. IR Director is responsible for providing the data when the college has it, putting it into an interpretable format, and sending it on

to the SPASC main for review before it gets handed back to the requesting Criterion group. Nettie and Jeanne will work together to prioritize requests.

Communications Committee: Ann Hess reported on the solid progress of the Comm Team. They have determined that now that the Strategic Plan is pretty well done, they will concentrate on promoting accreditation activities. To this end they will launch an “Accreditation for Dummies” webpage. Ann said the committee is requesting every criterion group write a single sentence, jargon-free, without initialisms or acronyms, stating the primary mission of their group. A few bullet-point items may be added if needed. In response to the common theme of the inability of SPASC committees and groups to get together in a face to face setting, the Comm Team recommended all SPASC groups gather for a 3-hour work session the morning of the All-College picnic (Friday, April 25). Jeanne has agreed and will supply working tools and materials for these sessions. The next Comm Team meeting will be a teleconference on March 20.

Reminder: April 1 is the deadline for criterion data requests to SPASC main.

Regarding the instructions to the Criterion teams to construct “mission statements,” Jeanne and Ann will work on getting out the instructions. Also, Criterion One has thrown down the gauntlet to the Criterion Three group saying they can handle this task (Better? Faster? Who gets to judge?)

Data Request from Criterion 5: SPASC members looked at the Criterion 5 data request and agreed with Eric H. suggestion that the numbers for NAVIT attrition rates be submitted on a program by program basis as some are doing quite well; others (HRO and Ed professionals) not so.

Support Staff changeover: Rose will be retiring at the end of the semester and SPASC members supported having Jeanne appoint Russell Dickerson to work with Rose for the next few months’ meetings in preparation of taking over the secretarial spot on a permanent basis.

Commitment versus Compliance (aka: CvC Team) report was given by Eric Bishop. The CvC Team will go with the World Café concept and work with 6 fundamental questions that HLC has developed for Assessment. These can be tweaked depending upon the membership of the group being addressed (e.g., CASO, Faculty Association). Because of the logistics, the CvC team will not necessarily use all members for every presentation, but will have one or two members do these. Jeanne has agreed to provide supplies, equipment, and support for CvC activities.

Assessment Academy members are freshly invigorated after returning from their recent workshop in Lisle, IL. Eric Bishop reported that the AA group (EB, Henderson, Barbara Hockabout, Pat Canary, and Shannon Newman) has agreed to use the initial areas of concern submitted with our application: Gen Ed Assessment, Online-Learning Assessment (but broadened to all venues for purposes of comparing outcomes) and college involvement.

Eric Henderson added brief outlines of specific plans devised by the Academy members are (1) a “critical thinking” survey featuring “exit” interviews of thirty graduating students who have done the gen ed requirements and (2) Creation of an assessment subcommittee under the Instructional Leaders Council (ILC), (3) expanding the Academy team membership, particularly to under-represented departments and programs. (4) moving to a yearly assessment cycle rather than two-year.

Group is also preparing an excellent (it better be says Jeanne) report to post on the HLC Academy site.

Resource Center needs were updated by Donna. Rose should send SPASC minutes to Trudy rather than have her go into SharePoint and download. Offsite access to the Resource Center is now a reality.

An idea “parking lot”: Strategic plan is done for the coming 5 years, but new ideas keep popping up and need a home so that they don’t get neglected or forgotten (e.g., diversity in hiring). Where to put it? Wiki, wiki, wiki

Wiki: Eric Bishop posed the idea of eventually transitioning out of SharePoint to a wiki. Could put the Accreditation for Dummies there as well as the Resource Center. John V., John C. and Eric B. to make recommendation to SPASC on which wiki when.

Will need a wiki administrator to make sure all postings are appropriate.

SPASC team members discussed what outcomes would be helpful for the All-SPASC retreat meetings that will be held prior to the April 25 NPC picnic.

Each team leader should prioritize

Time will be from 9 to noon

Q&A session with members from main SPASC group to start out, Break out sessions, Final reports, Pres. office will provide variety of tools/supplies for the activity (flip charts, hexagonal stickies, etc.)

Next meeting Jeanne, Eric, and Donna will have some idea proposals

Jeanne will be seeking District Governing Board approval for her to commit the college to sign the American College & Universities Presidents’ Climate Commitment (to make the world climate neutral).

HLC is sending a statement of support

Seven percent of NPC costs are energy-related; state cutbacks are projected to be seven percent. Therefore the college needs to start on ways to reduce costs and benefit the environment at the same time.

Early plans call for a recycling center as a college, and eventually, community project

The Strategic Plan needs to be developed in a “presentation format” for distribution beyond the college.

Donna & Jeanne will meet and work out a plan.