

Northland Pioneer College  
Strategic Planning & Accreditation Steering Committee  
May 4, 2007  
SCC

Attendees: Jeanne, Cindy, Bill, Eric, Pat, Donna, Ben Mark, Rose (secty)

1. Folks who attended the HLC annual meeting mentioned what they felt were major topics and themes they encountered in Chicago:

- Be thorough when addressing every component
- Evaluate/don't describe (show/don't tell)
- Be honest; admit when things are broken, but also tell them the actions being taken to fix the situation
- Write the presentation from the perspective of an outsider
- The importance of the resource room
  - The set up
  - Cross referencing
  - Digital access
    - Create web sited
    - Have data on jump drives
      - Paper copies of certain items such as program reviews
    - Librarians from each campus will be on the NPC resource room team
    - Cindy will represent the DO and be the "coordinator"
    - Use the new president's office for the resource room
- Be sure to address previous shortcomings from last NCA visit
- The "Czar" of one school's Self-Study made the following observations:
  - One voice will like dominate – that's okay
  - Get review of the final product from someone on the ground (e.g., a dean)
    - Consultant evaluators can be helpful though
  - Don't bury or hide negative stuff
  - The Pareto Principle reigns (the 80/20 rule)
    - Twenty percent of your people will do eighty percent of the work

Attendees will post their HLC comments on Share Point

Folks who will be attending the Vital Design workshop at the end of the month should also plan to post important points they learned about as well.

2. Committee replacements are looming as people retire or take other jobs. Try to come up with staff replacements now. Faculty replacements are probably better done this Fall after the shared governance procedure is rewritten.

- Send suggestions to Jeanne/Donna
- Also, authorize the committees to organize task forces or ask in experts if they need information or certain jobs to be done

- Data team will have the new IR hire (who will not serve on another committee)
    - But Brenda Manthei is taking sabbatical leave and will need to be replaced.
3. Plan to present an initial draft of the Strategic Plan/Accreditation document (Is this what I should call it?) at the Fall convocation (date uncertain either 8/10 or 8/17)
    - Jeanne says that NPC board member, AJ Sinqua is interested in participating in strategic planning this summer (after June 3). She will contact him to let him know meeting dates/times.
  4. In working up a draft of the plan SPASC members should develop key areas of high priorities – not too many, anywhere from one to four
    - Should fold in aspects of the “action plan” (document developed by Orr)
    - Members should plan to work over the summer
    - Timeline for the draft should be 5-years. Once we reach the 5-year mark we can start adding updates for each year.
    - For now, members should take the sticky priorities lists and collapse, combine and synthesize them. For this task, 2 members will be assigned for each pillar:
      - (One): High quality & accessible student learning opportunities: Eric & Mark
      - (Two): Strengthen planning & accountability: Blaine & Pat
      - (Three): Strengthen Technology to support learning and service Jeanne & Bill
      - (Four): Strengthen Human Resources and Employee Relations Cindy & Donna
      - (Five): Strengthen fiscal resources to support critical programs and services Curtis & Faculty Association President
      - (Six): Strengthen Facilities through planning & development Mark & Jeanne

These assignments are to be done (posted to Share Point) by June 8 meeting. Jeanne will also invite Sinqua to this meeting. It will be at the PDC (exact location TBA) starting at 9:30.

5. SPASC members support the idea of NPC joining the Rural Community College Alliance (RCCA). SPASC members who listened to RCCA speakers at the annual conference were impressed by the group’s mission and enthusiasm.
  - Rose will start the paper work
  - RCCA is also sponsoring an annual conference September 23-25 in Albuquerque that SPASC members should consider attending. (More details should be forthcoming as we gain membership.)