

Northland Pioneer College  
Strategic Planning & Accreditation Steering Committee  
10-19-2007  
Audio System

Meeting Minutes

Attendees: Pat Canary, Nettie Klingler, Frank Pinnell, Mark Vest, Eric Bishop, Curt Casey, Brandy Shumway, Blaine Hatch, Rose Kreher (sect'y), Jeanne Swarthout, Cindy Hildebrand, Donna Ashcraft, Eric Henderson

- 1) Items of note: The new mission statement is now prominently displayed on the NPC website; there will soon be a link to the Strategic Plan from the Admin page on the home page.
- 2) Conversation Day in November did not work out as hoped. It will now be staged on the previously scheduled/cancelled/newly rescheduled Convocation date, January 11
  - a) While this is less disruptive to the school, it has the downside that the survey results will not be available until then.
  - b) However, the tee-shirt incentive prizes will be awarded before then
- 3) There was a report from Nettie and Pat, two of the four folks who went to the Assessment Workshop in Lisle, Illinois
  - a) The task force will be meeting with Jeanne to plan strategies about engaging faculty and others in the assessment of student learning.
    - (1) Time and distance are big issues
- 4) The Criteria subcommittees reported on recent meetings and actions.
  - a) Criterion One will meet Friday, Oct. 26
  - b) Criterion Two sent out its survey asking for most important services by department. Nettie is compiling the responses. They will meet again on Nov. 30, and will have a report to the Deans by Nov. 2.
  - c) Criterion Three was to meet this afternoon
  - d) Donna, liaison for Criterion 4 group says their work is posted on SharePoint site; members want to know assignments and lines of authority to get tasks done.
    - (1) Two models of Self-Study are Cochise College and Scottsdale CC.
  - e) Criterion 5 has met and an assignment made to members is to identify the college's constituencies. Next meeting of this group is Nov. 15 at PDC.
- 5) The Data team has established an electronic Resource Center.
  - a) The link is up on the Home Page (scroll down right column)
  - b) Trudy Bender is the contact person for the center

- 6) The Communications subcommittee has a new chair Ann Hess, the Director of Marketing and Recruitment.
  - a) She needs to call a meeting ASAP as there are two items currently needing promotion: The posting on the Web Page of the new Resource Center link as well as the 2007-08 Strategic Plan itself.
  
- 7) Since the District Governing Board has approved the Strategic Plan, future Board meetings will feature Criterion group reports.
  - a) In November, it will be SPASC main
  - b) December will be Criterion One, etc.
  - c) Other groups might want to check out the Criterion One SharePoint site for an example of a presentation. Blaine has posted the document outlining his group's mission and tasks that he presented at the January 2007 DGB meeting.
  
- 8) Other
  - a) Student category for Criterion committees has been broadened to include alumni.
    - (1) Blaine should let Jake know Peter Parent's is remaining on Criterion 1
  - b) The president is updating all committee assignments (see Procedure 2125); the list will go out in the near future.
  - c) Jeanne is looking for about 6 (possibly more) folks to attend the HLC annual conference in April.
    - (1) Needs 4-5 to attend the Self-Study portion on Saturday, April 12.
    - (2) Jeanne will also be attending on April 12 for the Peer Evaluator portion
    - (3) Wants names by next SPASC meeting so that rooms can be booked at the conference hotel
      - (i) Ann Hess is a likely candidate to attend
  - d) Also there are pre-session workshops on assessment in January and February. So far, tentative attendees for those will be Eric Henderson and Pat Canary.