

Northland Pioneer College
 Strategic Planning & Accreditation Steering Ccommittee Retreat
 PAC-Snowflake
 04/25/2008

- SPASC members assemble and have breakfast. Welcome and opening remarks by President Swarhout. It was reported that work is going well and basically on schedule. HLC visit to occur October 27-29, 2009.
- President Swarhout and Donna Ashcraft addressed general question from members.
- “Plain language” entries collected by Ann Hess for judging by Communications subcommittee.
- Members broke into criterion working groups. SPASC main members were available to answer questions. Criteria liaisons identified and communication between groups encouraged (share good ideas; avoid redundancy; identify areas where single data collection method may benefit multiple groups, etc.).
- “Big” questions recorded on flip chart and directed to SPASC main group.
- SPASC main group members meet in PAC lobby to answer the following questions:

Question	Answer
Now that data requests have been submitted, when will the data be returned?	Data to be returned by August 1 or sooner. If data not provided a timeline on data compilation will be given to subcommittees. If the data team identifies a lack of requested information the subcommittee will be notified immediately.
How/what type of data will be returned?	Raw numbers and interpretive framework (graphs, charts) will be returned directly to subcommittees.
When are recommendations to be submitted?	Need to be submitted by October 1. Recommendations to be sent as part of progress report.
How are recommendations to be formatted?	Use template. Don't be overly concerned with style-just answer all template questions.
How far back on the data?	3 years.
What do groups do with data that may fit better in another criterion?	If you know what data should go, forward it to the appropriate criterion liaison. If unsure, forward it to SPASC main.
How to use examples of self-study?	Advised groups to look at most recent examples. Examples should be used to get ideas of what to think about. Notify Donna Ashcraft if impressive examples located. URLs to be put on accreditation webpage.

- President Swarhout issued call for other “big” questions—none offered.
- Donna Ashcraft announced that SPASC to decide whether to use wiki or JICS.

- Team reports:

Criterion	Report
One	Work on mission critical. Good work occurring. Recommend survey to get mission data. Collaboration with group 5?
Two	Will meet May 22 to formulate data analysis plan for the summer. May look at data from survey performed last year. Collaboration with group 3?
Three	To look at data request with regard to mission and program mission. Summer: collect program goals and prepare additional data requests.
Four	Working with a revised draft. Table extended. Looking at draft as a group and will try to meet one more time before summer.
Five	Want to perform survey that asks how NPC follows mission statement and asks people to rate most recent experience at NPC (when, what, where). Want to issue survey (mostly) at performing arts functions. Concern raised: Only targets arts crowd—survey group not broad enough.

- Data Team report given by Nettie Klingler. Currently working on data requests. Will email status updates. Will refer subcommittees to accreditation webpage and provide information attachments. Goal: return data by August 1.
- Trudy recognized for her great work as the HLC resource/archivist. Trudy was given a card, roses and two gift cards to Native New Yorker restaurant.
- Communications team announced results of “plain language” contest. Group 5 won first place and members were give Barnes and Noble gift cards. Group 2 placed second and were given a choice between a NPC mug or stuffed animal. Teams 4 and 3 placed third and fourth, respectively. Team 2 finished fifth and was given a rock. “Accreditation for Dummies” will be up ASAP and the Communications team may seek input from criterion groups.