

Northland Pioneer College
College Planning Committee Minutes
1/24/05

Attending: Rose Kreher, Mark Vest, Eric Henderson, John Chapin, Peggy Belknap, Jeanne Swarthout, Everett Robinson, Blaine Hatch, Mike Solomonson, Sherry French, Brian McLane, Rich Balsley, Robert Parnell, Heidi Fulcher, Penny Fairman, Brenda Manthei.

1. Meeting called to order by Dr. Swarthout at 9:30 AM.
2. Volunteers were requested to help facilitate the Appreciative Inquiry activity planned for Convocation the following Friday.
 - a. The following people volunteered: Rose Kreher, Peggy Belknap, Sherry French, Jeanne Swarthout, Blaine Hatch, Everett Robinson, Bob Parnell, Heidi Fulcher, and Mark Vest.
3. Dr. Swarthout announced an Open Source E Portfolio Webcast that will last 45 minutes.
4. It was proposed the Priority Team II be reorganized.
 - a. Ways of gathering data and modalities was discussed.
 - b. Some divisions are represented by Faculty i.e. Chuck Kermes, Penny Fairman, Joan Valichnac, and Diane Popp.
 - c. The team still needs a representative from Liberal Arts.
 - d. Dr. Swarthout called on Eric Henderson to take over the leadership of the team.
 - e. Eric Henderson will take over organizing and calling together the team members for meetings.
5. The technology Philosophy Ad Hoc Team was discussed.
 - a. The team should consist of a Foundation member, a Board member, a Community Business member, 2 students and 2 faculty members.
6. An update on the Mission Statement Subteam was presented by Mark Vest.
 - a. Mark met with Dr. Fleming regarding hiring an HR person and the progress on writing a new mission statement.
 - b. Dr. Fleming suggested the team throw the mission statement out to the entire college to get input on the possible changes.
 - c. There will be an all college email sent out with a web form containing check boxes next to the suggested changes.
 - d. There will also be a text box where respondents can make their own suggestions for the mission statement.
 - e. There will be an announcement at Convocation this Friday that this email is coming.

- f. Mark nominated Mike Solomonson to be on the Committee and summarize what the committee goal is at Convocation.
 - g. Dr. Swarthout made the statement that she would like a mission statement that every department and every group can feel the statement represents their goals.
7. Mark reported on the recommendation made to the College President that NPC create a Human Resources Department.
- a. Dr. Fleming feels Payroll should stay outside of Human Resources.
 - b. Staff and Faculty will be cautioned at Convocation that we can't make money out of thin air to create a Human Resources Department.
 - c. It will be announced that there are alternative ways to move forward.
 - d. The HR department will probably report to Blaine Hatch.
8. February and March meetings need to close out this year's issues and start pinpointing issues for next year.
- a. Mark commented on whether or not he should make comments to this effect at convocation.
 - b. There was discussion on how and when to enact alternative plan for Human Resources.
9. Dr. Fleming commented that the budget process would need to be started in February. He also commented that the only way to generate money is to raise tuition.
10. Dr. Swarthout suggested we look at FTSE numbers.
- a. CPC may want to look at what we want to do about recruitment.
 - b. These are issues for Strategic Planning.
 - c. Our average student is 32.
 - d. We need to figure out where the drop in FTSE is coming from geographically.
 - e. We need to look at how classes are offered, and what classes are offered.
 - f. We need to look at who we serve, how we serve, what are our programs, where do we need to go.
 - g. Mark will talk at Convocation about the drop in FTSE.
 - h. Dr. Fleming would like to look at why an older group of students are coming to NPC and why they want a degree.
 - i. White Mountain Campus was down 59 FTSE in Fall 2004, and down 56 FTSE in Spring 2005.
 - j. Mark commented that NAVIT is 30% of enrollment and could go away at the stroke of a legislative pen.
 - k. We need to start developing alternative programs to NAVIT.
 - l. We'll take an additional hit in enrollment when mandatory placement testing begins in fall. Mark predicts a 30% drop.

11. The Mission Statement Web Survey will be sent out in 2 weeks. The Mission Sub Committee should report back in March.

12. The URL for tomorrow's webcast will be sent out to the committee today.

Meeting Adjourned.