

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, February 19th 2016

9:00 a.m. – 11:30 a.m.

PDC – NLC 142

Voting Members in Attendance: Sandy Manor; Randy Hoskins; Doug Seely; Kenny Keith; Maderia Ellison; Eleanore Hempsey; Peggy Belknap; Mark Ford; Ann Hess; Margaret White.

Advisory Members in Attendance: Jeanne Swarthout; Stan Pirog; Bill Fee; Tracy Mancuso.

Staff in Attendance: Paul Hempsey (Recorder);

Others in Attendance:

1. Approval of Minutes from 02/05/2016

*Doug Seely made a motion to approve, the 02/05/2016 minutes. Eleanore Hempsey seconded. **The motion passed with a majority vote.***

2. Budget Review

Peggy Belknap introduced the Budget review and passed the time to Maderia Ellison who gave an overview of where the Budget for fiscal year 16-17 stands currently noting that with the rollover of budgets and requests for new funding we will be approximately starting at a \$370,000 deficit. The Capital Budget looks light at the moment but projects have been pushed back. There is a Contingency fund of \$750,000 and the Business office is currently looking to see how much has been used in previous years and if an adjustment could be made to cover some of the deficit.

Peggy Belknap mentioned that some capital purchases can be made through the Perkins grant which may help the Capital budget figures. President Swarthout also mentioned that historically spending from the capital budget happens late in each cycle.

Eleanore Hempsey asked for a review of Property Tax information. President Swarthout explained that there are two types of evaluation, Residence and Central, which are handled differently and affect the college differently. Residential valuations went down slightly but the closing of Cholla Power plant Units 1 and 2 impacts Central in a major way. Therefore, if we aim for the max 2% levy on Property taxes this coming year, we will actually bring in less revenue. Peabody coal mine will be laying off a third of their staff due to less need for coal at Cholla. Eleanore Hempsey commented that this will affect the County's revenue from Property Taxes as well and people should be aware of this.

Randy Hoskins asked if there was an agenda for the Budget meeting yet to which Maderia Ellison responded that she will be preparing the agenda and will send it out to Budget managers and SPASC.

3. Qualtrics Survey

President Swarthout mentioned there was a need for some minor edits before it can be sent to the college. Tracy Mancuso commented that this survey was a direct follow-up to the Convocation Breakout session and the bullet points before the survey were to make sure the college was aware that these items were already part of the college so they don't keep coming up for discussion.

4. Study Committee Reports

a. Transportation

Sandy Manor presented on the first meeting of the Transportation Committee noting a Three Phase approach.

Randy Hoskins asked if they had ideas to work around the departure of Dr. Epah until a replacement is hired. Sandy Manor responded that there is a need for information gathering first and then it may be beneficial to utilize the English Department for wordsmithing the survey questions before possibly bringing it back to SPASC for review.

Randy Hoskins asked if the committee make-up was adequate and reliable. Sandy Manor said she would continue to assess the situation.

Maderia Ellison asked if a survey would be sent to Faculty to see how often a student is late or misses class due to transport issue. Sandy Manor responded that it would be. Sandy Manor also commented that Hopi Senum Transit works really well with Navajo Nation Transit until Daylight Savings time starts. Navajo Nation also only operates 4 days during the week.

Tracy Mancuso mentioned that the Childcare Study committee planned to ask in their survey if an online certification through NPC would resolve the issue and thought it may be beneficial for the Transportation committee to also ask the same question.

Eleanore Hempsey commented that it would be helpful to ask student body first before public as it can just be a convenient excuse for not to do something.

Stan Pirog commented that it may be a good idea to include a question on Saturday class offerings to see if they would help resolve issues.

b. Childcare

Tracy Mancuso presented on the first meeting of the Childcare Study noting Tanya Baker has offered to chair the committee and also brought a lot of data to the first meeting. Summit Healthcare is already conducting a study and volunteered to let us use their survey and amend it to suit our needs. Tracy asked the committee to review the questions and provide feedback.

Randy Hoskins asked if this survey would help the committee figure out if there is a Childcare problem. Tracy Mancuso responded the survey will help identify if there is a problem, and in which areas.

Tracy Mancuso finished her report with the information that the hospital in Round Valley is offering childcare for the public and Summit will attend the next Childcare meeting to discuss.

5. Next Steps/Review of Tasks

Task: Edits to Qualtrics Survey – **Mark Vest** working with **Deb Myers**

Task: Invite OR's to budget meeting – **Randy Hoskins**

Task: Agenda for budget meeting – **Maderia Ellison**

6. Adjourn

*Eleanore Hempsey made a motion to adjourn. Doug Seely seconded. **Motion passed unanimously.***