

Northland Pioneer College
Strategic Planning and Accreditation Steering
Committee Meeting Minutes

Friday, November 3rd 2017

8:30 a.m. – 11:00 a.m.

Video II

Voting Members in Attendance: Jason Foutz (Proxy for Eleanore Hempsey); Peggy Belknap; Randy Hoskins; Kevin Jones; Susan Jamison; Ann Hess; Colleen Readel; Vicki Bessinger; Maderia Ellison.

Advisory Members in Attendance: Mark Vest; Dr. Jeanne Swarthout.

Others in Attendance: Paul Hempsey (Recorder); Renell Heister; Judy Yip-Reyes; Christine Roediger; Jeremy Raisor.

1. Call to Order

Randy Hoskins called the meeting to order.

2. Roll Call

Paul Hempsey conducted the Roll Call.

3. Approval of Minutes from 10/20/2017

*Vicki Bessinger made a motion to approve the 10/20/2017 minutes as presented. Jason Foutz seconded. **The motion passed with a majority vote.***

4. Invited Guests

None.

5. Assigned Task Report

Randy Hoskins asked if everyone had a chance to review the materials submitted by Colleen Readel and Eleanore Hempsey and then presented his own thoughts. Dr. Swarthout commented that the charges for sub-committees need to be at a higher level than currently noted and mandates may be a little premature until the committee actually decides on needed sub-committees.

Peggy Belknap suggested the formation of a small task group to bring back two or three options on committee membership, membership rotation and continuity of the committee and, and required sub-committees that can be voted on. The committee asked Peggy Belknap, Colleen Readel, and Eleanore Hempsey to be that task force. Ann Hess offered her services for the task force as well. Christine Roediger also offered to be a sounding board for the group.

*Jason Foutz made a motion to form a smaller task force, led by Peggy Belknap and assisted by Eleanore Hempsey, Colleen Readel and Ann Hess, to bring 2-3 possible options on the membership and continuity of SPASC and required sub-committees to the next meeting. Susan Jamison seconded. **The motion passed with a unanimous vote.***

6. HLC Accreditation Visit

Jason Foutz provided a report on the recent multi-location visit from the Higher Learning Commission. Dr. Swarouth noted we would receive a full report but it would most likely be 6-8 weeks from now.

7. Break

The committee took a five minute break.

8. Current Strategic Priorities

Randy Hoskins discussed the current and future priorities and asked to clarify the OR assignments and their duties.

Ann Hess asked that ORs should update their priority webpages to accurately show where they currently are. Mark Vest suggested he and Randy Hoskins could contact the current ORs and ask them to review their webpage and provide updates to Ann Hess.

Mark Vest offered to meet with Christine Roediger to bring her up to speed on current and future SPASC priorities that may affect her department. Christine Roediger informed the committee that a Training Coordinator had been hired and would start in the next two weeks.

9. Long Term Plans/Concerns/Actions

Randy Hoskins suggested the need to provide information to the District Governing Board to help them with their decisions. Dr. Swarouth mentioned that some decisions had been made and she would be happy to bring them back to SPASC at a later date.

10. Executive Report

Dr. Swarouth informed the committee that Spring Convocation planning had begun and listed some of the items that were already on the agenda. Dr. Swarouth asked if there were any other suggestions SPASC may have. Randy Hoskins mentioned that PASS would like 10 minutes in general session, to include an update on activities, as well as information on Childcare and Transportation from SPASC. Mark Vest offered a general session slot for I.S. to update on instructional classroom technology.

11. Next Steps/Review of Tasks/Agenda Items

Task: Task Force to provide ideas on committee membership and sub-committee structure for the next meeting – **Peggy Belknap, Eleanore Hempsey, Colleen Readel and Ann Hess.**

Task: ORs to review and offer updates to their respective Priority webpages – **Mark Vest and Randy Hoskins.**

Task: Agenda Items - **Paul Hempsey:**

- I. Task Force
- II. Transportation Pilot Report

12. Adjourn

*Maderia Ellison made a motion to adjourn. Kevin Jones seconded. **The motion passed with a unanimous vote.***