

**Northland Pioneer College**  
**Strategic Planning and Accreditation Steering**  
**Committee Meeting Minutes**

Friday, December 1st, 2017

8:30 a.m. – 11:00 a.m.

Video II

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

**Advisory Members in Attendance:** Mark Vest; Dr. Jeanne Swarthout; Christine Roediger; PJ Way.

**Others in Attendance:** Paul Hempsey (Recorder); Josh Rogers; Jeremy Raisor; Judy Yip-Reyes.

**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 11/17/2017**

*Jason Foutz made a motion to approve the 11/17/2017 minutes as presented. Susan Jamison seconded. **The motion passed with a majority vote.***

**4. Invited Guests**

None.

**5. Assigned Task Report**

Randy Hoskins reminded the group that a revision of Procedure 2125 was underway with the changes SPASC had voted on and confirmed with Paul Hempsey that Dr. Swarthout had received the notes on changes made.

Randy Hoskins suggested to the group that the Employee Relations sub-committee from College Council needed to be reformed under SPASC and participate in the salary recommendation process for next year. Further charges could then be assigned as the restructure takes place. The committee discussed the idea, asking how the Employee Relations Committee had been formed and staffed in the past with no one certain of the details.

*Colleen Readel made a motion to re-form the Employee Relations Committee on an ad-hoc basis appointing the Director of Human Resources as chair who will constitute the remaining members as necessary. Vicki Bessinger seconded. **The motion passed with a majority vote.***

Mark Vest raised his concerns regarding forming committees and then working out their charges rather than letting charges dictate the need for a committee.

Randy Hoskins presented the revamped SPASC Planning Cycle, which moved from an 18 month cycle to a 12 month cycle asking for feedback from the committee. Ann Hess suggested the need for the committee to revisit Priorities III and IV and discuss the outcomes the committee would like to see. Paul Hempsey reminded the committee that an annual review of Procedure 2125 should be added to the calendar.

Randy Hoskins asked President Swarthout when she expected the SPASC restructure changes to take place. President Swarthout responded that she no longer saw January as a reasonable option and suggested getting the word out in April, so Faculty Association and CASO can start working on membership, and implementing in August of 2018.

Randy Hoskins and Mark Vest offered to clean up the Planning Cycle, adding an annual review of Procedure 2125, and bring it back to the December 15 meeting for approval.

#### **6. Convocation Assignments**

Mark Vest and Randy Hoskins will cover the SPASC breakout at Convocation and asked for a Parking Lot to be set up to gather employee feedback.

Jeremy Raisor and Josh Rogers discussed the potential agenda for the PASS breakout and let the committee know they did not expect needing any help.

The committee discussed the HR request to conduct training at Convocation for the entire college and decided it would be better to handle it through SafeColleges.

#### **7. Break**

The committee took a five minute break.

#### **8. Current Strategic Priorities**

Covered within Agenda Item 5.

#### **9. Long Term Plans/Concerns/Actions**

Randy Hoskins asked whether SPASC should be looking at potential loss of revenue from the Peabody Mine and Cholla Power Plant situations. President Swarthout commented that the Board should be taking on the issue before SPASC.

Dr. Swarthout asked the committee to consider reviewing local and national items that could affect the college, such as the reauthorization of the Higher Education Act or the tax changes that could be implemented. Ann Hess suggested the committee put together a list of discussion topics and review one at each future meeting. Randy Hoskins asked the committee to provide three items, either local or national, that could affect the college and the first topic could be chosen at the next meeting and hopefully some basic reading homework provided to assist committee members to learn about it before discussion.

## 10. Executive Report

COO Foutz reviewed the current position of the Presidential Search, noting it had closed and there were 32 applicants, and answering questions the committee had. Dr. Swarthout informed the committee that a Presidential Transition team was approved by the Board but had not had the opportunity to meet yet.

Dr. Swarthout commented that regular presentations to the Board were being scheduled for Assessment of Student Knowledge (ASK) and Program Review and it might be a good idea for the Board to receive reports on Accreditation. Jeremy Raisor was volunteered to go first in January.

Dr. Swarthout provided a report from the AC4 meeting yesterday

State Board of Education is in the process of making rules for a new diploma pathway for CTE students, with significant implications on JTEDS and possibly Dual Enrollment. AC4 is preparing a White Paper which can be passed along to SPASC when available. They are also looking at a set of college classes that could be used as a substitute for the GED.

The University of Arizona is proposing an online Dual Enrollment course, to replace economics courses, for college credit but with an instructor that may not meet minimum HLC credentials.

Governor Ducey has indicated there will be no discussion on the reauthorization of Prop 301 till next year.

## 11. Next Steps/Review of Tasks/Agenda Items

**Task:** Clean up Planning Cycle and add an annual Review of Procedure 2125 – **Randy Hoskins** and **Mark Vest**

**Task:** Send Randy's documents to all committee members – **Paul Hempsey**

**Task:** Send/Bring three items for potential discussion on local or national level issues facing Higher Ed - **Committee**

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

- I. Accreditation Drafts
- II. Choose Co-Chair for next year
- III. Approve 12-month Planning Cycle
- IV. Revisit Future Priority Goals
- V. Choose first Local or National discussion topic for future meeting

## 12. Adjourn

*Maderia Ellison made a motion to adjourn. Ann Hess seconded. **The motion passed with a unanimous vote.***