

BUSINESS AND OFFICE DEPARTMENT
Northland Community and Technical College
ADVISORY COMMITTEE MINUTES
Administrative Support and Accounting
Monday, April 22, 1996

The Administrative Support and Accounting Advisory Committees met in Room 109 at Northland Community and Technical College after the 6 p.m. dinner which included all the technical advisory committees. At this 6 p.m. dinner before the divisional meeting, Dr. Orley Gunderson, Sue Minnick and Senator Leroy Stumpf addressed the entire group. Those in attendance at the divisional advisory meeting were as follows:

Paul Ihle
John Novacek
Ken Olson
Nancy Tofte
Bonny Stechmann

Melba Laidley
Kim Johnsrud
Marie Finney
Norma Christianson
Lori Johnson

Julie Thorson began the meeting by calling on Orley Gunderson and Sue Minnick to explain to this group the latest happenings in Administrative Support and Accounting. Because of declining enrollment, reduced state fundings, and the need to change the Business Education offerings at NCTC, Dr. Gunderson indicated changes had to be made in the operation of this Department. The biggest problem he felt was FTE ratios and because of these low ratios, Administration had been forced to reduce staff; therefore, the Medical Secretary Program has been eliminated and the rest of the programs in the Administrative Support Division would be offered self-paced. Accounting and the Business Division from the community college side would be combined into one as both sides didn't have sufficient enrollment. The accounting principles courses would be offered on the community college side. He indicated unions had been called on for assistance. Dr. Gunderson felt we have to work with industry to try to get flexible scheduling to try to give them the training their workers need. He indicated if we have students, teachers would have their jobs. There was hope of working with industry to form partnerships so we can have full-time instructors.

Sue Minnick responded to the concern from the group that only the technical instructors had been cut and explained the reasoning why the community college staff hadn't been put on unrequested leave too. She indicated in negotiations, lay-offs had been reduced from two years to one year on the community college side. Even though there had been five years to plan for this merger, she felt nothing had happened and felt too it was "grossly unfair" for technical people.

When asked how recruitment was done and who did this recruitment, Dr. Gunderson responded by saying Don Howe and the coaches visit schools but high school students are not the answer as there are

not enough high school students in northwestern Minnesota--the "new pie" is business and industry; therefore, he felt courses needed to be offered for the convenience of these people.

Both Dr. Gunderson and Ms. Minnick asked the group to think of ways for recruitment or alternative ways of presenting the program; the other alternative was to shut the Division down. They asked the group to pass a motion; and if there was merit, they agreed to meet within the next two weeks to discuss this situation further.

At this point, Julie Thorson again addressed the group and indicated the Administrative Support and Accounting teachers did not have a part in this new curriculum. Earlier we teachers had been asked to come up with new schedules and had at that time reduced the number of areas of emphasis to make the course offerings manageable. Julie also tried to explain that because of union contracts, the community college teachers couldn't be laid off and we had been chosen to take the cuts. Handouts with the 1995-96 curriculum, the revised curriculum developed from the teachers and approved by the Advisory Committee, and the proposed curriculum for 1996-97 developed by the Administration were discussed (see attachments).

Recruitment was discussed and the advisory committee agreed a school needs to market all programs. Discussions on job fairs, career exploration day, teachers visiting schools, counselors promoting postsecondary options, utilization of the facility and the operation of the school as a business ensued.

Julie Thorson indicated that the Technical Postsecondary Business teachers met in St. Cloud last week and 82 had signed a communication to the chancellor regarding their concern in the changes in our business curriculums.

One advisory member mentioned that it is important to make education accessible to more people. Offering courses at satellites throughout northwestern Minnesota would be effective but mentioned this should be offered at the sites and not through ITV.

Ron Trontvet addressed what has happened in the Accounting Program. He emphasized that Principles of Accounting is a spring board to the whole program and was concerned when this would be taught by the community college side as there it is taught at such a fast pace with no concern that the students grasp the concepts. He felt that perhaps the technical students would drop out. Ron also addressed the term "stacking" and indicated the proposal was for him to teach 57 credits and get paid for half of those; a full-time instructor teaches 36-45 credits and he would be offered less than 36. Discussion ensued as to what the union

was doing to protect teachers' workloads.

Comments were made regarding how the merger had not saved any money even though it had been made to appear that duplication between the two institutions had been eliminated.

Transferability of credits was discussed and the group felt that the majority of students going to NCTC are satisfied getting the AA and not many liberal arts students transfer to a four-year college.

After all this discussion, Paul Ihle made the following motion which was seconded by John Novacek and passed unanimously:

1. The union should not dictate educational policy.
2. The emphasis should be placed on technical education and not liberal education. Employers are looking for technical.
3. The proposed curriculum falls far short of previous recommendations.

Expressions of thanks were given to all members for their input and support. The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Olive Goldesberry
Recording Secretary

Attachments

c: Dr. Orley Gunderson
Sue Minnick