

Northland Community & Technical College

Electrical Advisory Committee Meeting

April 18, 2024

Called to Order 10:00 AM by Chris Eken

Roll Call: Present: Chris Eken, Steve Wasvick, Rick Simon, Mitch Tupa, Curt Kasper, Todd Knaack, Mony Johnson, Reannon Hoverson, Todd Grabanski

Absent: Russ Lee, Mike Lee, Jesse Sorum, Matt Fjelstad, Dan Lamberson, Randy Olson

Old Business: Reviewed the meeting minutes from October 12, 2024. Motion to approve Steve Wasvick, Second Curt Kasper.

Instructor report: Mitch Tupa 1st year class, semester 2. 16 students. One student is currently having a tough time keeping up and believes that the student may not be back for second year. 15 students for sure will be back for second year. Good group. Most are working.

Instructor report: Rick Simon 2nd year class semester 2. 15 students, 15 graduating, most of them with honors. 13 of the 15 are currently employed.

Hospital tour went fantastic. Students were overwhelmed. Rick said the staff went above and beyond to tour them through the new hospital.

No other labs were toured in the surrounding areas. Rick said they could still take whatever they could get their hands on. Rick said that motors needed the most help. Monty said he was going to check into the budget. Reannon said she may be able to help supply some materials.

Monty stated to make sure to update the budgeted amount for materials to be recorded that \$24000 is the actual budgeted amount for the year. Monty will bring in the budget for the next meeting for review so that we have the correct amounts.

Classroom Cap is 23 students.

New business: Course outline will be brought to the next meeting and will be voted on and approved/denied for the next meeting in the fall. Monty mentioned that everything in terms of direction for the board will be found in the handbook. Monty will be able to help us move forward correctly for voting on course outline.

Monty mentioned that the campus has a new Vice President (Dr. John Fields) and a new interim President (Dr. Sherrie Olson).

Discussion was had on the Advisory Board handbook. Chris mentioned that it would be a good idea to rotate out the Chair position and have term limits. Chris also mentioned that we could have a secretary position separate from the Chair position. His thoughts were that we vote in a Chair and Secretary position on a two-year term limit. That would give the members four meetings in that position. He also mentioned that he doesn't think that there should be a term limit to a regular member position being that it is hard enough to find people to participate the way it is. People agreed that it is a good idea.

Monty said that we should reach out to inactive board members to see if they are really interested in being a member. It was also said that we need enough members present to vote on any action items and that we would need a quorum. There were not enough members present to have a quorum to hold a vote. Monty had mentioned that every member should have an alternate so that we don't have to worry about not having a quorum if an item needed to be voted on. Chris mentioned that he will get ahold of Russ and Mike Lee due to inactivity.

Steve Wasvick asked what our board size should be. Discussion was had on who was on the board and if we had a good spread of Industry members.

Todd Knaack entered the meeting.

Chris mentioned that we have 2 inspector members, 1 supply member, 1 NECA member, 1 Utility member, 1 union membership member, 3 union contractor members, and 2 nonunion contractor members. Chris mentioned that one member will more than likely not be on the board next meeting and that Rick Simon will Reach out to Eric Dennison from DSG to add 1 more supply member and we will lose a union contractor member which would equal things out.

Chris made it known that we need full participation moving forward so that we can ensure that we have a quorum whenever we meet because this group will start voting on items. Chris will reach out to all members for alternates to be added to the member list.

Steve Wasvick mentioned reducing the number of members to 9. Discussion was had. Chris said he would hate to reduce the number of members further because of the wide spread of industry members we currently have. The board will have 11 members and would need 7 to have a quorum and vote.

Monty mentioned that a good board can do a lot of great things for a program.

House project have been moving slowly. House is on site this time. Rick said that the students enjoyed doing it and have learnt a lot. Project is supposed to be wrapped up by May 10th. Rick said that having the house on site has been a great move for all programs. Monty mentioned the House will be auctioned off and sold as incomplete because of the late start and will start fresh next year.

Rick and Mitch said student free time is handled well. Rick said that this is one of his best groups. Attendance has been great.

Invitation is still open for all classroom and lab walks for members.

Todd Knaack was curious on student surveys. Monty said he will try and retrieve what information he can and supply that to the members along with next year's budget and course outlines. Monty will also bring hard copies of the handbook to the next meeting.

Reannon requested a list of supplies that the classrooms needed so she could help.

Rick mentioned that they will be moving forward with a Klien tool list for incoming students because students are showing up with cheap tools and are causing an issue with durability and longevity. Rick is trying to lean them out of getting bags and more into tool belts.

Chris mentioned they should move forward with a mandatory tool list. This list should be brought to the board. Monty said they need to create a list of what type of tools are required and the brands they should be, but they would have to supply a substitute brand too.

Next Board Meeting is set for October 17th, 2024, at 10:00 AM, at NCTC, East Grand Forks campus room 290. Rick Simon moved to adjourn the meeting second by Seve Wasvick. Adjourned at 11:03 AM.