

Management Education Advisory Council
Meeting Minutes
Wednesday November 28, 2007

Meeting was called to order at 12:28pm following lunch in the cafeteria. Ron is chairing the meeting today as Chairman Swanson was out of town attending a CHS meeting.

Ron introduced Bill Craig, Regional Extension Educator, as the newest member of the committee. We then went around the room with introductions.

Those in attendance were: Bryan Grove, Bill Craig, Steve Hamre, Linda Hanson, Glen Bergeron, Ron Dvergsten, Danie Packard, Dennis Sevigny, Greg Dvergsten, and Jeff Thomas for the first portion of the meeting.

On the way to lunch, Ron gave a brief tour of the past year remodeling on the way to the cafeteria.

Minutes were reviewed and accepted as mailed out.

Gen Ed Requirements and Accreditation- Ron did serve on the college wide committee to develop a Gen Ed Policy for the College. Jeff Thomas then gave an update as to what came out of this meeting. It was determined and a policy was drafted that some programs, such as Management Education, could identify how Gen Eds are being covered within that individual program curriculum. This would then eliminate, hopefully, the need for management education students attending other Gen Ed courses outside of the management program to meet their diploma requirements. This is still a pending issue that hasn't had final approval.

Jeff also talked in regard to the new Entrepreneurial Program that he has been involved somewhat with, Dennis will be talking more about it later. He said he supports the management programs and again thanked the committee for there involvement.

Dean of Management Education Update: About this time last year, Flint Daghretty resigned as an instructor in Kittson Cty. This position was not filled, but students were split between existing instructors. Sheldon Schmiess, instructor in Barnesville, also resigned and took a buyout option. That position was not filled either. However, two new positions were hired this past summer: Randy Zimmerman was hired in Ulen to replace Mike Lockhart who is retiring but will be working part-time the next couple years under the annuitant retirement program. Also, Jim Clark was hired as an additional instructor in Fosston making that a two instructor program. Jim will also be covering the Clearwater and Beltrami Cty areas that have been covered by Jim Sacket, who is also retiring as of June 30, 2008.

We are pleased to have Dr. Richard Joerger hired as the new State Supervisor of Management Education programs for the state MNSCU system. He has a lot of good new

ideas and is trying to add efficiency and continued program improvement. He has an innovative mind and is very energetic.

New software was developed called my FINBIN. This allows a student to pull a cohort group from the statewide FINBIN data and compare it directly to your own financial data on the same report.

Last December Ron indicated that he was put in charge of supervision of the Roseau satellite office. There are nursing programs and Gen Eds offered up there as well as state of the art ITV room. This has added to Ron's plate of responsibilities.

Entrepreneurial Program- Dennis updated the process that has transpired in this area. He has developed an 18 credit curriculum that can be broken down into 1 credit offerings that can be offered as seminars and a variety of different delivery systems. This would be offered to small business interests then that don't necessarily like the traditional classroom setting of getting education and continuing training. Dennis will again be attending a national convention on entrepreneurial studies in San Antonio, similar to the one he attended last year that helped give him some added direction in developing the curriculum. Bill asked how we will market this program. Dennis said that it is currently being looked at. The college as a whole has been looking at how we can better market our programming. Dennis also mentioned that a connection with area lenders may be very beneficial in getting the word out. Bryan indicated that we may want to leverage this program together with the Regional Development Organizations that are out there. Also may have an issue in convincing the entrepreneurs that they need education and continuing education.

These offerings will also be available to existing students on campus that may be looking at opening their own shop/business after they graduate, such as message therapy or cosmetology. Many of our current Technical students have hopes and dreams of eventually opening their own businesses following their formal training.

Ron let the group know that Dennis also has a contract with the area SBDC to offer specific training needs to small business owners that approach the SBDC for help. Some areas may include Business start-ups, accounting, etc.

Program Assessment: Greg reviewed the updated assessment tools that were modified as a result of input from last year's advisory council. Also, then reviewed the data that has been collected from 12 students who recently received their 6 year diploma. The results look quite positive in most all of the key student learner outcome areas. We got about a 33% return on the surveys that were mailed out. Also reviewed the first years data from the annual instructor assessment tool. We will continue to gather this data on an annual basis to monitor the program progress. It was the consensus of the advisory council to assess the students within the first year of enrollment, and then again after completion of the program. This would be easier for students rather than asking them to think back six years ago and estimate where their abilities were at prior to their enrollment.

Instructional Decision Tools CD: This is a CD that is currently being developed by Ron with contributions from instructors throughout the state. It will have roughly 100 different templates and worksheet tools that instructors have created for working with their students. This is a way of instructors to share their tools with new and experienced instructors alike. It will especially be good for the new instructors that have recently been hired as well as the many new ones that will need to be hired in the next few years as many of the existing instructors across the state will be retiring.

Current Topic Meetings: Greg updated the council on upcoming management meetings. Our first meeting for the season will be this Friday November 30, 2007. We will be presenting 2008 Crop Comparison Budgets and an 2007 Farm Tax Update. The second session will be on Tuesday January 8, 2008 on Farm Transition and Estate Planning. This is a University of MN Extension program that will be presented by Bill Craig and Gary Hachfeld. NCTC will be co hosting this event, which will be at the TRF campus, together with financial support from area banks that we work with. Other ideas talked about may include a seminar on the new farm bill if one gets approved yet in near future, a bankers panel to discuss loan pricing and balance sheet structuring, etc, and possibly a session on cost of production tied together with pre-plant crop marketing for 2008. We are always open to additional topics of interest.

Program Marketing: Ron mentioned that we will again be running some radio advertising on the Red River Farm Network as well as sponsoring a keynote speaker at the annual Ag. Trends Seminar in Mahanomen in late March.

The meeting was adjourned at 2:00pm with a Open House Dedication to be held following the meeting in the student commons. This dedication is for the new workforce construction as well remodeling of the management education wing, welding, nursing, electronics and robotics.

Respectfully submitted by:

Greg Dvergsten
Council Secretary