



Northland Community & Technical College

AFSCME Staff Advisory Council Meeting

February 11, 2010

9 a.m.

TRF Campus, Room 545, EGF Campus, Room 115

MINUTES

Members Present: Bobbie Taylor, Cory Feller, Bonnie Klasen, Rosie Gustafson, Lynell Wayne, Anne Temte, Kent Hanson, Jenny Donarski, Lori Johnson

Absent: Sandy Bratvold, Becky Lindseth, Bryan Berger

Topic	Responsible Party	Discussion/Outcome
Call to order	Temte	
1. Professional Development Fund	Feller	Cory Feller relayed concerns from TRF staff regarding a proposal to combine the TRF and EGF budgets for professional development expenses. After discussion, it was determined that funds will remain in two budgets, two committees will be formed to manage the funds, and one college-wide process will be developed. Those named to serve on the committees were: TRF – Julie Fenning, Shannon Boen, Corey Feller, Jerry Hanson, Tim Bergerson; EGF-Julie Fenning, Rita Lealos, Gail Johnson, Bobbie Taylor, Danika Braaten. Julie Fenning will arrange and facilitate the meetings. It was noted that the majority of funds have historically been used to cover employees' expenses to attend the Front Line Conference in the spring.
2. Higher Learning Commission	Temte, Hanson	President Temte and Vice Pres. Hanson explained that a 4-member team will be on the campuses on April 26-27 for the on-site accreditation visit. The team may choose to visit

		<p>with any employee about a variety of topics, such as how they contribute to the mission, strategic plan goals, etc. of the college. They may choose to meet with small groups or individually. Administration encouraged employees to become familiar with the mission and goals, and pay close attention to the information disseminated from the NCA Visit Coordinators (Sherry Lindquist and Brian Huschle) between now and April. Administration encouraged employees to be open and honest with the evaluation team. The Self-Study describes all the college's challenges and strengths and is available for all employees to read, found in D2L.</p>
3. Cosmetology Program	Temte	<p>President Temte reported on the reactions from the community about the plans to suspend the Cosmetology program. Some members were not aware of recent negative publicity in the local newspaper and radio regarding the program. She explained the sustainability process that uses primarily six criteria/indicators of a healthy program-enrollment, instructional costs, cost per student, graduation rates, comparison to peer programs within MnSCU, and average class section size. She stated that Cosmetology had only one or two positive marks over the last three years in these categories. The average class size has been seven students. She explained the requirement to make a decision on faculty reductions by the Nov. 1 deadline. We will need to make additional budget cuts for next year. A member asked if a differential tuition had been considered to offset the high cost of the Cosmetology program. Administration stated it had not been considered, due to the fact that, unlike aviation and health programs, Cosmetology graduates typically do not earn high enough wages to offset the cost of their training.</p> <p>President Temte talked about a document that outlined the economic conditions of the state, the impact on NCTC, and the decisions that led to the decision to suspend the program. The document also dispelled several myths that had been heard around TRF.</p> <p>It was noted there is a minimum 3-year window after suspension to reinstate a program. The college can decide within that timeframe whether to retain the lab and equipment if it appears the program can be restructured, reduce costs, increase enrollment, etc. President Temte noted that another college was offering their program with one faculty and one lab assistant.</p> <p>Faculty in other programs that are considered to be in the "orange" category, or at-risk, are all aware of their status, and what is being done to assist them. There are always limited marketing budgets, but those programs in trouble are being promoted more than other programs that are considered healthy.</p>

		President Temte noted that the \$5 million UAS grant will likely bring tremendous growth to the area because businesses will be drawn to the region.
Other		Lynell Wayne asked about how students who do not complete the developmental education courses required affect overall completion rates, since students cannot graduate without those courses. It was noted that advisors need to work with students more; faculty need to buy into the requirements.
4. Next meeting		Thursday, March 18, 2010; 9 a.m.
5. Adjourned at 10 a.m.		