



## Northland Community & Technical College COMMUNITY ADVISORY COMMITTEE

1/12/04  
6 pm  
Room 315

### MINUTES

PRESENT: Dan Schenkein, Karla Anderson, Steve Alston, Jerome Gunderson, Kent Hanson, Jan Gullickson, Diane Blair, Mary Fontes, Pat Balstad, Henry Tweten, Loren Abel, Oscar Sutherland, Derek Murph, Heather Hughes, Jim Richter

Topic	Responsible Party	Discussion/Outcome
1. Approval of Minutes - 11/18/03		Unanimously approved the minutes of 11/18/03.
2. Mission Review	Kent Hanson	The draft Mission Statement was unanimously accepted.
3. New Programs - Process	Kent Hanson	Handout, "New Program Application" – Kent Hanson reviewed the process of requesting a new program.
4. Trends	Kent Hanson	Handouts, "Enrollment Reports for Fall Semester of FY02, FY03 and FY04" Discussion followed regarding education/program trends. It was stated that the surrounding areas will be growing and building substantially; EGF, TRF, Baudette, Roseau, Bemidji. EGF should be made the major center of construction. It was suggested to revisit the possibility of expanding the Carpentry program to a 2 year program. It was suggested to contact the State Demographer for information on the population growth. Kent stated that our customer is not the traditional graduate right out of high school. The average student is early 20's from 26 years old. It was suggested to build on existing capabilities. Train to meet the needs of the baby boomers in the future; twin homes, upscale apartments, etc.

		Expense of supplies and equipment can prevent some new programs. EGF will be offering the 2 year Registered Nurse Program from Thief River Falls. It was mentioned that Northland-EGF is offering a few health courses in the high school in EGF. It was discussed that EGF will meet with Grand Forks schools regarding providing courses for them. Jerome Gunderson will meet with EGF personnel to discuss and bring a report to the next meeting of this committee regarding Grand Forks K-12/NCTC-EGF collaboration.
5. Facilities Plan	Kent Hanson	Handout – taken from the 2002 Master Facilities Plan Kent reviewed growth of the programs. He stated that we have room for about 300 more students with utilizing the building up to 10pm. Kent gave a power point presentation showing proposed additions to the building. Increased enrollment increases our chances for a construction project approval. We will also research realigning clusters to better share resources. The plan will need to be revamped due to enrollment increase and new initiatives. Kent mentioned that construction projects are done in phases.
6. Next Meeting		The next meeting is scheduled for March 15, 2004. Details to follow.
7. Meeting Agenda		Agenda items for the March 15 <sup>th</sup> meeting: 1. Draft Strategic Plan for feedback 2. Report on 2 <sup>nd</sup> Year Carpentry 3. Trends Discussion – State Demographer Data 4. Reaction to the Plan – share Planning 5. Input on Potential New Programs 6. Establish goals to further strengthen the college and community (2-3 goals) Kent and Henry Tweten will meet next week to discuss additional committee participants.
8. Other		Steve Alston and Jerome Gunderson are charged to bring to the May meeting of this committee an update on working closer with NCTC-EGF and Grand Forks K-12. Kent and Jan mentioned that the Minnesota State Colleges and Universities Board of Trustees has openings for Trustees. If any Minnesota residents are interested, please let us know. Jan mentioned that it would be really great for NW Minnesota to have a representative on this Board.

**Next Meeting: March 15, 2004**