



## Northland Community & Technical College COMMUNITY ADVISORY COMMITTEE

3/15/04

6pm

Room 315

### MINUTES

Present: Dan Schenkein, Oscar Sutherland, Loren Abel, Walt Aanenson, Dan Boyce, Jim Carlson, Jerome Gunderson, Steve Alston, Bob Boyd, Mary Fontes, Margo Svaboda, Heather Hughes, Karla Anderson, Henry Tweten, Craig Mattson, Kent Hanson, Mary Jo Bydal (recorder)

Topic	Responsible Party	Discussion/Outcome
1. Draft Strategic Plan for feedback	Steve	<p>Handouts...SWOT Analysis and Strategic Plan</p> <p>Steve discussed the handouts.</p> <p>NCTC has it's own CTS division, not regional.</p> <p>Broke into small groups to do a brief SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis.</p> <p>Strengths mentioned; health programs, trades programs, custom training, pay of graduates, smaller class size, ability to be able to react quicker, facility use for bachelors and masters programs space our students can articulate with St. Mary's, program reviews are done continually, live in a regional medical center, only two year college in greater GF area, skills and flexibility,.</p> <p>Weaknesses mentioned; collaboration, lack of housing, articulation with UND, name change issue, negative branding and be sensitive to it, stigma of two year colleges, child care facility, lack of visibility, space, name change, job placement, rising tuition, how to keep grads in region once they graduate, computer laptop only for entry level student, name.</p>

		<p>Opportunities mentioned; partner w/UND even using UND facility, work with H.S. in EGF and GF, Ultrasound program, AA degree, exposure “who are we?”, sell the pay of our graduates, have grad sell success of college and maybe sell the parents, expand as a regional medical center, offer more refresher courses or recertification, upgrading the under employed, training multiple businesses in their industry i.e. phlebotomists, RDO, Hawks, train for living wages, expand and collaborate with 4 year institutions, low cost, blending skills with academic course work.</p> <p>Threats mentioned; ND two year college in area , decreased funding, rising cost of tuition.</p> <p>Jim Carlson of PRACS mentioned that a program in Inventory control and production management is needed – businesses in Fargo say they need these employees and no one trains for that type of employee. Kent will mention to Pat Balstad in Custom Training.</p> <p>Put SWOT together and share with the committee. NCTC-EGF will develop local goals from the SWOT analysis.</p> <p>Henry complimented administration for moving ahead and planning.</p> <p>Kent asked members to review the strategies listed in the handout. Asked for comments.</p> <p>Henry inquired about grants...do we have a strategy or system for funding? We do not get equipment through grant writing. Steve stated that we need to work on that area.</p>
<b>2. Report on 2<sup>nd</sup> Year Carpentry</b>	Steve	<p>Handout...</p> <p>Loren stated that 2<sup>nd</sup> year grads were more confident.</p> <p>Walt stated that EGF HS has not had grads in Carpentry, is it feasible to offer a two hour course at the HS for a lead into our Carpentry program?</p> <p>Biggest help would be in promoting trades itself.</p> <p>Will industry be willing to underwrite the cost to go into a program? Loren said the problem is getting them interested in exploring the trades.</p> <p>What is the market that you want? 1-2 years out of high school</p> <p>Henry stated he is one of the people pushing for this program. Not enough carpenters in the field. People who act as general contractors are generally from the carpentry field.</p>

<b>3. Trends Discussion – State Demographer Data</b>		Tabled
<b>4. Input on Potential New Programs</b>		Tabled to next meeting
<b>5. Establish goals to further strengthen the college &amp; community (2-3 goals)</b>		Tables to next meeting
<b>Adjournment</b>		8:15pm
<b>Next Meeting</b>		May 17 <sup>th</sup> 6pm at the campus
<b>Agenda of Next Meeting</b>		<ol style="list-style-type: none"> <li>1. Strategies that were identified as a college and identify action plans leveraging our strengths</li> <li>2. Develop goals based on SWOT analysis</li> </ol>

**Next Meeting: Monday, May 17, 2004, 6pm Room 315**