



Northland Community & Technical College COMMUNITY ADVISORY COMMITTEE

3/31/05
11-1 pm
Room 331

MINUTES

PRESENT: Robert Hauer, Derek Murph, Pat Balstad, Craig Mattson, Dan Schenkein, Karla Anderson, Jerome Gunderson, Steve Alston, Betty McDonald, Steve Gander, Dan Boyce, Jim Richter, Kent Hanson, Orley Gunderson, Henry Tweten, Mary Fontes, Lindsey Martin, MJ Bydal (Recorder)

Topic	Responsible Party	Discussion/Outcome
1. Marketing Update	Lindsey Martin	Handout *Promotional CD - Viewed the Aviation Program CD, which was developed by the Broadcast Program at TRF. Marketing Business Survey: The public knows we exist, but not all that we do. We need to know how to better serve our community. Forming relationships is very important. Transfer education has opened up for us since becoming a community college.
2. Budget	Kent Hanson	Kent stated that we will have approximately a \$1,000,000 shortfall next year. This is contingent on the legislature and the role tuition may play on the situation. This if 5% of our overall budget. There is a bill to freeze tuition. This shortfall would be if enrollment remains the same. If enrollment increases, the shortfall will be less. We are at 1,560 enrollment now and we hope for an additional 200 next year. Evening "seats" at 802 students registered now. Henry stated the school should test out courses in the evening. Draw a format of full time courses and short courses. Henry also stated that it's a wonderful thing we are doing and changing peoples lives. We currently have evening courses in liberal arts and nursing. Funding formulas will be enrollment driven.

3. Merger Progress	Kent Hanson	<p>Handout of 2/22/05 In-service</p> <p>Kent stated that the merger has gone fairly well with a few bumps in the road. The Higher Learning Commissioner will be here for a visit April 25 & 26, 2005 to check up on the merger. Kent invited members of this committee to come to the campus on Tuesday, April 26 at 8am to visit with the evaluators. It was suggested to invite the entire committee. Henry asked if there are any structure changes coming. Orley said no, not in the next 10 years. Some people commented that there has been too many changes in the structure and the name.</p>
4. Foundation	Kent Hanson	<p>Kent stated we are going to expand the foundation to EGF. We are in the process of hiring a foundation director.</p> <p>Orley Gunderson discussed the plan to have one Foundation Board for both campuses. Orley also offered to work with the Foundation to get it going in EGF, after his retirement. It has been ignored too long due to circumstanced beyond our control. The plan is to hire a Vice President for Development and Director of the Foundation. Steve Gander stated that marketing of a foundation is vital to get the foundation you want.</p>
5. Program Changes	Steve Alston	<p>Steve Alston gave an update on program changes. He stated we are looking for areas of growth. We are adding liberal arts courses in the day, along with the evening courses. Practical Nursing will be on-line strictly at EGF. We are adding RN. Clinical Lab Tech will be strictly at EGF as the Bemidji program is closing. Health Information Technology will be strictly at EGF as Moorhead is going on-line only with their program. We are hoping to start Ultrasound soon, not this Fall. Industrial Mechanical Maintenance is on hold. We are suspending Truck Driving. Construction Electricity is also going to TRF.</p>
6. Personnel Update	Steve Alston & Mary Fontes	<p>Steve and Mary discussed new positions in Nursing, Construction Electricity, English, Health Information Technology, Clinical Lab Tech from Bemidji, Marketing Lindsey Martin and Janet Gontarak in recruiting/advising.</p> <p>Steve A. stated that we are very efficient and lean. Kent stated we are increasing the workforce in Student Services and recruiting and he feels this will definitely will help with enrollment increasing.</p> <p>Rick Gessler, on behalf of Altru Health System, expressed his appreciation in how the college is and has been meeting the needs of Altru. They are down in nursing vacancies due to our RN program training. He stated they are really excited about what's happening here at the college and Altru's involvement.</p> <p>Orley spoke about "Homeland Security" and how that would fit with present programs.</p>
7. Retention	Mary Fontes	<p>Handout</p> <p>Mary commented that we are moving on and taking action on issues raised. In the country, research shows that 2 year departures are at 45% after the first semester.</p>
8. Capital Request	Kent Hanson	<p>Handout - briefly discussed the construction proposal.</p>

9. Strategies/Goals	Kent Hanson	Handout Kent asked members to read through the document and contact him with any suggestions for action plans for the goals.
10. Other		Orley spoke of his career beginning in EGF 32 years ago and said if not for Henry Tweten we wouldn't have a college. He also stated that EGF needs space, and asked this committee to support Kent and his people in moving in that direction. Orley asked them to get involved in hiring a new President by sitting on the search committee. Get involved in this process. Meet with the Chancellor, he will be in EGF with the new Interim President. Survey of Regional employers - the company we requested a quote from came in too costly. Still working on! Derek, campus student, asked about night security on campus. It was stated that we have an evening security officer. Derek mentioned that the student senate is working on "Reach Program" and are going into the community; elementary schools, nursing homes, etc. Orley stated...don't abandon the original college mission! Be tightly tied to the community. He suggested to organize a group to meet with the Chancellor about what you see the college doing.
Next Meeting		Noon is a better time...next fall

Next Meeting: Identify date or schedule of upcoming meetings