

**Management Team Meeting
January 25, 2006
11 am, Room 106**

Present: Adam Kendall (Student), Mary Fontes, Dan Sponsler, Milt Kinzler, Mary Jo Bydal.

Chancellor's Visit

The Chancellor will visit the campus 1/26/06 at 10am for approximately a 10-15 minute tour of the FY06 Bonding Project. They will enter at the front, go through the Commons to the boiler, to the library, nursing area, surg tech and out the front door. Lindsey will see that a Welcome is put on the digital sign out from along with a few Welcome signs out front. Those to accompany the Chancellor are; Bill Schida of MnSCU, Jim Davis, Mike Normandin, Mary Fontes, Robert Hunter (student) and Dan Sponsler. Kent will be attending a conference in Minneapolis.

Marketing Update

Career Expo Day is March 1st. Mailings went in the mail 1/24/06. Responses are due back 2/10/06. All areas of the college are participating. Need to plan panel, packets and lunch. Faculty are requesting that workers be fed. Mike and Mary said the cost will be covered.

A section in Sunday's GF Herald called "Health and Education" will include NCTC ads.

A RN ad will run in a state publication because enrollment is down a bit.

Equipment Budgets

Dan asked for an update of the frozen equipment budgets. Mike stated that we are down 39 FTE college-wide. As soon as Spring semester overloads are calculated we will know our money needs. If there is any equipment money left, Kent will release the money he feels is available.

Dan stated that he feels the Division Chairs should re-evaluate the requests. Allow for a certain length of time to spend and then re-allocate the money.

The goal is to have next year's equipment budget by summer so equipment can be ordered and here in early Fall.

Other

Mike stated he is working on the summer rotation list presently.

Minutes
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It was mentioned that the scantron machine that scans tests is in need of repairs or replacement. Mike will look into.

Milt asked if the walls surrounding the staff table should come down. He said that students can sometimes hear what is being said behind the walls and the people in the lounge don't realize they can be heard. Dan suggested a portion of room 404 to be used for a staff lounge. It is more room than he needs for his program use. It was decided not to remove the walls, but to mention at an All Employee meeting that the lounge is not sound proof.

Kent will be meeting with Nick Hacker, ND Senator, and Dan Schenkein, The Chamber President to discuss vocational education in Grand Forks.

Next Meeting: February 8, 2006

Mary Jo Bydal, Recorder