



Northland Community & Technical College TRF Campus Management Team Meeting

January 23, 2007

9:00 am.

Room 545

MINUTES

Attendees: Jeff Thomas, Dennis Bendickson, Ron Dvergsten, Linda Samuelson, Michelle Benitt, Rocky Ammerman, Julie Olson, Cynthia Jorstad and Lori Johnson, recorder.

Topic	Discussion/Outcome
Call to order	Jeff called the meeting to order at 9:00 am.
1. Student seating area- West end of building	Cynthia brought up again the student seating areas available on the West end of the building. She would like to see a more "inviting" seating area for students on the West end of the building other than the library. This issue was brought up at an earlier meeting and it was decided that it would be brought to the Facilities Committee which will meet for the first time next week.
Commons Area Update	The Facilities Committee will also be looking at updating the commons area to make it more attractive to students as a gathering space.
2. Drop for Non-payment	Dennis Bendickson reported on the number of students dropped for non-payment. 64 students were dropped automatically on the 22 nd with about 20 more to be dropped manually. Dennis also indicated that enrollment was approximately 80 ahead of the projected FYE for the year.
Bulletin Board Policy	Dennis also checked on the Bulletin Board policy for the campus. He indicated that there was no policy currently in effect but that he would be putting something together and present to the group.

3. Scholarships	Michelle Benitt reported that the Current Student Scholarships closed on December 15 th . Letters will be mailed out to all applicants on February 15 th and the presentation ceremony will be held at the Swenson House on March 26 th .
Equipment Donation	Michelle also indicated that St. Hilaire Supply Company had donated approximately \$8K in equipment to the Construction Electricity program.
4. Library	Cynthia indicated that the library had a systems update that they are training on.
5. FBMT	Ron Dvergsten reported on the State Ag Technical Conference that had been held in St. Cloud. He indicated that two of the instructors had been presenters at the conference.
Roseau Site	Ron also gave an update on the Roseau site. He indicated that they would possibly be getting an advisory committee together to help promote the new facility.
Student Lap-top Task Force	Ron will be meeting with Stacey to talk about the student lap-top issue.
6. New Security Cameras	Linda Samuelson indicated that new security cameras had been installed in the music wing.
Wireless Access	Linda also indicated that she would like to see "Wireless Access" areas available throughout the entire building and not just in a few designated areas.
7. Student Dropped for No Show	Rocky Ammerman reported that students who have not shown up for class yet will be dropped today. Rocky also indicated that approximately 80 students were on academic suspensions and that 474 students are currently on academic probation. Of the students on academic probation, approximately 25% are PSEO students whose grades have not yet been recorded.
8. COI	Kirsten reported on three new projects: <ul style="list-style-type: none"> • A new computer training project is underway with the Citizens State Bank in Roseau. • They received a Complimentary and Alternative Medicine (CAM) Grant with three local hospitals and are currently getting trainers certified and working on new curriculum. • They are also revamping the Northwest Minnesota Foundation leadership program.

9. Budget for Management Team	The Campus Management Team has a budget of approximately \$20K per campus.
10. Community College Conference	Jeff reported on an upcoming National Institute for Staff & Organizational Development (NISOD) Conference which will be held May 20-23 rd in Austin, Texas. (Jeff will be presenting at this conference.) President Temte would like to see a group attend this conference. Committee members should “spread the word”.
11. Facilities Committee	Jeff reminded members to submit ideas for the Facilities Committee to Clinton Castle for consideration. The new committee will meet for the first time next week.
12. Electronics Dept.	Jeff reported that the Electronics Department will be moving to the main campus beginning next fall.
13. Next Meeting	The next meeting will be held on February 6 th at 9:00 am in Room 545.
Adjourned	10:15 am.