



## Northland Community & Technical College TRF Campus Management Team Meeting

February 20, 2007

9:00 am.

Room 545

### MINUTES

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

Topic	Discussion/Outcome
Call to order	Dennis Bendickson called meeting to order at 9:10 am.
1. Campus signage	Jeff talked about signage around the campus. He would like this committee to come up with a proposal and make a recommendation to the Facilities Committee regarding signage.
2. VA Resource Room	<p>Stacey gave an update on the status of the VA Resource Room. There is an open house proposed for March 27<sup>th</sup>. Would like to have space decorated by open house. Stacey proposed several options to consider: The committee discussed the options. Julie Olson made a motion to set aside \$500 to use towards decorating the space. The motion was seconded by Cynthia Jorstad and approved by all. The committee decided to work with the Photoshop class to see if they can come up with some appropriate posters to use in decorating the space.</p> <p>Rocky announced that Jeff Hendrickson (Poppler's Furniture) had been approached about a possible donation of furniture for the space.</p>

3. Pizza Party for Registration	<p>Jeff informed the committee that he had received an invoice for the registration pizza party in the amount of \$1,331.25. The committee had previously agreed that funding would come out of the Campus Management Team budget for this event.</p> <p>It was noted by Linda that the next registration day event should be held on Monday, Wednesday or Friday instead of a Tuesday or Thursday as more students would be on campus those days.</p>
4. Roseau Site Update	<p>Ron reported on the Advisory Committee Meeting which was held at the Roseau site on March 15<sup>th</sup>. He said it was a very good meeting with approximately 18 in attendance, including Roseau community members as well as a good showing from the TRF campus. Mr. Foley was enthusiastic about the meeting. Talk of establishing a Steering Committee was held and there is a group of 5-6 Roseau community members interested in serving on this committee. They will meet monthly and work on strategies for marketing and utilizing the site. The Advisory Committee will continue to meet periodically.</p>
5. International Crop Expo	<p>Ron also talked about the International Crop Expo which will be held February 21<sup>st</sup> – 22<sup>nd</sup> at the Alerus Center in Grand Forks.</p>
6. Accuplacer Update	<p>Dean talked about the Accuplacer assessment. They are in the process of switching to a new platform which will go into effect on April 2<sup>nd</sup>. There have been two training session with a third session scheduled for March 12<sup>th</sup>.</p> <p>10<sup>th</sup> grade assessments will take place over spring break.</p>
7. Student Representative	<p>Michelle inquired about the student representative on the committee as far as meeting attendance/student schedule. Dennis will talk to student representative.</p>
8. Director of Multicultural Services	<p>It was announced that Nicole Brenny was hired as the new director of Multicultural Services.</p>
9. Fall Schedule-2007	<p>Jeff reported that the fall schedule will be posted to the web on March 1<sup>st</sup> with April 5<sup>th</sup> being the first day that students can register.</p>
10. Next Meeting	<p>The next meeting will be held on March 6<sup>th</sup> at 9:00 am in Room 545.</p>
Adjourned	<p>Meeting adjourned at 9:50 am.</p>