



Northland Community & Technical College TRF Campus Management Team Meeting

June 12, 2007

9:00 am.

Room 545

MINUTES

Attendees: Jeff Thomas, Michelle Benitt, Dean Dalen, Julie Olson, Gene Klinke, Kirsten Melby and Lori Johnson, recorder.
Guest: Robbi Brateng

Topic	Discussion/Outcome
Call to order	Jeff Thomas called meeting to order at 9:00 am.
1. Update on Roseau Site	Ron wasn't able to make it to meeting. Update on Roseau site will be given at next meeting.
2. Facilities Update	<p>Robbi Brateng attended meeting on Clinton's behalf and gave a facilities update.</p> <p>Theater Lobby project -</p> <ul style="list-style-type: none">• They should have bids on the carpet tomorrow. If the bids are in line, they should be able to order carpet and complete the installation the same week.• If the bids on the columns come in too high the maintenance dept. will do the work. <p>Nursing Area remodel project –</p> <ul style="list-style-type: none">• They are well underway on the remodel.• When removing the old flooring asbestos was found in the old flooring and had to be properly removed and disposed of.

3. IT Update	Stacey talked about the computer recycle plan. Computers are on a 3-4 year plan. The computer lab in the cafeteria and lab 605 should be in line for updates this summer.
4. Assessment Update	Dean reported that the assessments were going well this summer. They had some big groups come though in May but things had slowed down a bit now.
5. COI Update	Kirsten indicated that the COI is hosting a youth summer camp and technology fair on June 20-21 at the Swenson House. They will have 24 area youth, grade 6-8 attending the camp.
6. Enrollment Update	Gene reported that applications were approximately the same as last year. Gene also reported that they would have booths set up at the Pennington and Roseau County fairs. Volunteers are welcome to work the booths at both locations. June 20 th has been set for YMCA day.
7. Foundation Update	Michelle reported that the recipients for the "New Student" scholarships had been chosen and almost all had been notified. The 5 th edition of Alumni & Friends newsletter will be out by the end of June.
8. Academic Affairs Update	Jeff indicated that there are openings for faculty positions in the RN program and a full-time temporary Architectural faculty position.
9. Next Meeting Agenda for next Meeting	The next meeting will be held on July 10 th at 9:00 am in room 545. Update on Roseau site.
Adjourned	Meeting adjourned at 9:35 am.