



Northland Community & Technical College Transfer Advisory Group Meeting

Date & Time: December 7, 2011 at 3 pm
Campus & Room # EGF 115 & TRF 545

MINUTES

Attendees: Rocky Ammerman, Jeff Bell, Kelsy Blowers, Lisa Bottem, Mary Fontes, Kate Schmalenberg

Absent: Kathy Huschle, Norma Konschak, Tishara Melcher

Topic	Responsible Party	Discussion/Outcome
Call to order	Lisa Bottem	
1. Review of NCTC Transfer Website & MnSCU Audit Findings	Lisa Bottem	*Update planning sheet with the notation that transfer courses with grade A-D will be included in the GPA for the Minnesota Transfer Curriculum. Mary and Lisa will work with Jenny Donarski on the update and post to the web. Will also be brought forward to policy review in the spring; college policy will be updated if necessary.
2. Student Rights and Responsibilities	Lisa Bottem	Create a NCTC Rights & Responsibilities Document
3. Articulation Agreements	Lisa Bottem	Discussion about possible articulation agreements in the works with MSU-Moorhead and University of Minnesota – Crookston.
4. MnTC Transfer Guide/Planner	Lisa Bottem	Liberal Arts vs Technical Electives. Lisa will work on a page 2 for the MnTC planning sheet that might better define a technical vs. liberal arts elective. Clarification needed on what is a "general studies" elective. Only one program uses this terminology.

		<p>Possibility of a “working copy” vs “official cop” of the MnTC. Too many courses included on the MnTC planning sheet are never offered.</p> <p>The Liberal Arts rotation schedule needs to be updated.</p>
5. College in the High School Accreditation	Lisa Bottem	<p>Rich is working towards accreditation for College in the High School which would rectify transfer issues with states such as South Dakota, etc. Discussion on the importance of following policies as related to CIHS to keep the legitimacy of our program.</p> <p>Mary Fontes briefly discussed new MnSCU policy on 9th and 10th graders being able to participate in CIHS courses in schools with lower enrollment.</p>
6. Ideas/Open Discussion		
7. Adjourn		Meet one time in the spring semester. Date TBD.