



Northland Community & Technical College President's Cabinet Meeting

February 27, 2007
TRF Campus, Room 662 – 1:30 p.m.

MINUTES

Attendees: Anne Temte, Kent Hanson, Shari Olson, Bonnie Stewart, Becky Holthusen
Guest: Dennis Paesler

Topic	Responsible Party	Discussion/Outcome
1. Fiscal Services	Shari Olson Dennis Paesler	<ul style="list-style-type: none">●FY07 Budget: Dennis Paesler discussed current status of FY07 budget. It appears that expenditures in non-personnel aspects of the budget may exceed revenues. Dennis will present a more refined analysis at the next Cabinet meeting. Shari Olson will work with the Fiscal Services personnel to assure that budget transfers accompany all new cost centers.●FY08 Budget: The Cabinet established several meeting dates during March and April to work on the budget. A draft of the FY08 budget will be shared with the faculty prior to the end of the academic year.
2. Facilities	Shari Olson	<ul style="list-style-type: none">●Master Facilities Plan: An RFP has been issued to acquire an experienced architectural firm to guide our planning process. We should be able to make this choice within a few weeks. President Temte hopes that both campuses will take a high altitude view of the facilities and their uses and “think outside the box” to reorganize facilities so that they work best for students.●Presentation of NCTC EGF capital project to MnSCU Board of Trustees on March 20: Shari will ask architect Bob Ames to draft the presentation. The

		Cabinet will review this draft on March 8. Anne will attend the March 7 session of the Board where other colleges will present their capital projects.
3. Academics	Kent Hanson	<ul style="list-style-type: none"> ●Academic Planning: Kent reported on the academic planning retreat on Feb 23, attended by deans and division chairs. The outcomes of this planning session will be distributed and a subsequent follow-up meeting will be scheduled in the spring. ●NCTC may have an opportunity to partner with a significant company in Grand Forks for training. Jeff Thomas is working to set up a meeting to discuss how NCTC might develop programming to meet long-term needs. The COI will make contact to discuss already available training. ●Swenson Hangar: Anne will set a timetable (March 30) for inventory and prioritization of aircraft in the hangar in anticipation of potential sub-lease to the City of Thief River Falls. Kent and Jeff will work with the faculty on this project.
4. Student Services	Kent Hanson	The Deans of Student Services will be asked to develop a student contact tracking system so that when students make appeals, their paths through our system can be retraced. Also, Cabinet agreed that Student Services should also become engaged in long-range planning with the objective of determining what services will lead to the best possible experience for our students.
5. Outreach & Advancement	Bonnie Stewart	Bonnie Stewart shared purpose and vision statements for college advancement. This information will be shared with the Shared Governance Council. Bonnie reported on the development of the entrepreneurial education program in conjunction with academic affairs.
6. Next meeting		Thursday, March 8, 2007 @ 9 a.m., TRF Room 662