



## Northland Community & Technical College President's Cabinet Meeting

March 27, 2007  
TRF Campus, Room 662  
2 p.m.

### MINUTES

Attendees: Anne Temte, Kent Hanson, Shari Olson, Bonnie Stewart, Becky Holthusen, Cindy Cedergren  
Guests: Mike Normandin, Dennis Bendickson, Jeff Thomas, Mary Fontes, Dennis Paesler

Topic	Responsible Party	Discussion/Outcome
1. Follow-up to previous meeting	Cabinet & Deans	President Temte asked the Deans to provide a follow-up report on conversations held regarding the program suspensions and reduction of credits for FY07 and FY08. Conversations have occurred with faculty and students involved in the suspended programs. Contacts have been made with the Attorney General's office on the college's responsibilities to students in those programs. Letters are ready to be sent to new applicants to the suspended programs. All faculty who will experience a reduction in credits for non-instructional assignments have been notified. Discussion was held on the summer extended days for counselors and librarians.
2. Tuition Differential	Cabinet & Deans	Further discussion was held on establishing differential tuition for all health programs, fire technology, and Criminal Justice. Questions were raised as to whether financial aid would be impacted. The group reviewed FY07 tuition rates for all other MnSCU colleges. After lengthy discussion, the Cabinet determined that a \$20 increase in tuition would be implemented for all health and fire technology courses. Criminal Justice will be examined later.
3. FY08 Budget	Dennis Paesler	Dennis estimated that we will need approx. \$780,000 more revenue than the current year to cover estimated costs for FY08, including inflation increases (assuming no increase in state allocation). He is building the budget on 2700 FYE's. Administration needs to

		review the Perkins budget for FY08. IPEDS FY05 data from the Office of the Chancellor was reviewed, showing general fund instructional and academic support expenditure history.
4. PTK Request	Anne Temte	President Temte recommended that \$6500 of bookstore funds be used to supplement a trip's expense for PTK students to participate in a national conference in Tennessee. Bonnie Stewart stated that a Foundation grant may also be available to assist in funding.
5. Open discussion		President Temte asked for questions or concerns about other functions of the college that should be evaluated or reviewed, or have been suggested by other employees.
6. LM Glasfiber	Bonnie Stewart	Bonnie reported on a recent visit with LM and COI reps, as a follow-up from an October meeting. They plan to prepare a leadership training proposal for LM in May.
7. Swenson House	Cabinet	Bonnie Stewart was asked to provide a cost/revenue analysis of the Swenson House activities. Discussion needs to continue about the function, use, the coordinator position, and the impact on facilities staff time. She reported on proposed remodeling/low cost modifications that are being planned.
8. MSCF Contract Compliance Visit	Becky Holthusen	Scheduled for May 8 <sup>th</sup> at EGF; Becky asked the Deans to be available for the visit to address questions and concerns from the MSCF reps on campus.
9. MMA Time Reporting	Becky Holthusen	It was determined that Becky would schedule a meeting with all MMA Supervisors in April to address any questions about a change in reporting time for payroll.
10. Consultation with Student Senate	Shari Olson Dennis Paesler	Designated personnel need to meet with both Student Senates to propose tuition increases and differential tuition rates and present the proposed college budget.
11. Retirements	Anne Temte	President Temte reported that Deb Jacobson has announced her retirement this summer, and Diane Drake has requested a phased retirement program.
12. IPEDS Report	Anne Temte	The group reviewed a 3-year report of expenditure data in the general fund.
13. Next meeting		The next regular Cabinet meeting – April 5, 2007.