



Northland Community & Technical College President's Cabinet Meeting

Friday, November 16, 2007
TRF Campus, Room 662, 9 a.m.

MINUTES

Attendees: Anne Temte, Kent Hanson, Shari Olson, Bonnie Stewart, Cindy Cedergren

Absent: Becky Lindseth

Topic	Responsible Party	Discussion/Outcome
1. Filling vacancy on Cabinet	Anne Temte	Anne suggested that Dennis Paesler attend Cabinet meetings after Shari's departure, to serve as a representative of the Administrative Services/Finance division.
2. Personnel Updates	Anne Temte	In Becky's absence, Anne reported that Mary Frendin had resigned at EGF; a temporary replacement has been hired. The temporary reassignment of Jim Retka to other projects was discussed. Some of the projects he will be involved in are: preparing a Perkins grant application to MnSCU, and contacts with fiberglass, wind energy, and aviation industries. Rick Besser's time will be increased due to the retirement of Greg Stauss.
3. COI 2007 Annual Report	Bonnie Stewart	Bonnie presented a draft annual report prepared by COI staff, which contained enrollment data, companies served, and highlights for the year. This will be shared with Shared Gov. Council.
4. Strategic Profile	Anne Temte	Discussion was held on the process needed to refine the strategic plan, and make plans to present it to the Board of Trustees. It was recommended that we schedule the presentation for Fall 2008. Discussion was held on identifying a facilitator to work with constituents to further align the college plan with the MnSCU plan. The Cabinet may meet with Deanna Murphy to discuss this project.
5. Blandin Foundation	Anne Temte	Anne reported on a proposal being submitted in cooperation with other colleges and the MnSCU Foundation for a grant from the Blandin Foundation, which may be targeted to Native American students.

6. Division Chairs	Anne Temte	Anne reported on issues raised at a recent meeting with TRF Division Chairs.
7. Wind Resource Testing	Anne Temte	Anne reported on a grant being developed for wind resource testing at the EGF Campus. The grant would require a \$7800 financial commitment from the college budget for equipment. The Cabinet supported this budget commitment.
8. TRF Community Advisory Committee Membership	Anne Temte	The Cabinet reviewed and revised a draft list of potential members for a TRF Community Advisory Committee. The first meeting is scheduled for Monday, Dec. 10 th .
9. Organizational Change	Anne Temte	Anne presented ideas for changes in the organizational structure. More discussion will be held at the next meeting.
10. President's Role	Anne Temte	Anne reviewed some of the key responsibilities of the president as defined by the Chancellor: The president should focus on the following areas: maintain good working relationships with Office of the Chancellor staff and other MnSCU colleges, legislators, regional high school administrations, tribal leadership, community leaders, alumni, retirees, and other prospective donors to the college and the Foundation, and direct and supervise the president's direct reports.
11. Leadership Training	Anne Temte	It was recommended that a one-day leadership training be developed for college administration.
12. Adjourned @ 11:25 a.m.		
13. Next Meeting		Thursday, Dec. 6 at 9 a.m, TRF Campus, Room 662