

## President's Cabinet Meeting Minutes

Thursday, December 8, 2011

Polycom-TRF Campus, Room 735; EGF Campus, Room 115

9 a.m.

**Attendees:** Rocky Ammerman, Clinton Castle, Cindy Cedergren, Steve Crittenden, Dean Dalen, Scott Fletcher, Mary Fontes, Bob Gooden, Kent Hanson, Stacey Hron, Shannon Jesme, Gene Klinke, Dan Klug, Norma Konschak, Becky Lindseth, Gerry Schulte, Anne Temte, Jason Trainer

**Absent:** Jim Retka, Ron Dvergsten

**Guests:**

Topic	Responsible Party	Discussion/Outcome
President's Update	Temte	<p>President Temte reported on a recent event in New York City in which she was invited by Stan Phelps to participate. She stated that the college is building a good working relationship with Stan Phelps. She reported meeting Dean Kamen, inventor of the Segway Human Transporter, and his interest in visiting Digi-Key, as he is working with them for robotics components.</p> <p>President Temte reported on a recent Leadership Council meeting; two new vice chancellors were introduced – Doug Knowlton (Academic &amp; Student Affairs) and Michael Dougherty (Advancement). She reported on the chancellor's message and the legislature's focus on four areas: 1) Increasing retention and completion; 2) Transferability; 3) Increase developmental education; and 4) Slowing growth of tuition. The chancellor is having conversations with the commissioner of Minnesota Dept. of Education on a vision to prepare high school students to be college ready – discussing changes to ACT testing, Work Keys, placement test instruments, etc. The CAOs will be working on a College America agenda and a workforce plan, with DEED and all MnSCU colleges, in the areas of healthcare, manufacturing, transportation, IT, and agri-business. Sectors and regions will be developed; a system-wide plan for custom training is being explored.</p> <p>The chancellor is examining the need for changes in the allocation model, the organizational structure, and processes in the system office. President Temte stated there may be a push from employee groups to challenge the amount of funds in MnSCU's reserves.</p>

		President Temte reported on the St. Paul Pioneer Press' article on separation compensation to state employees. Regarding the economic forecast released this month, the system office expects no additional reductions in the MnSCU budget in this biennium. An increase in Access and Opportunity funds to colleges is expected in FY13. Changes to the Centers of Excellence will occur. The system plans to purchase EMS software for scheduling, and the cost to Northland would be \$10,500. She reported that PELL grants are at risk for elimination.
January 5 <sup>th</sup> Faculty In-Service	Konschak	The agenda was finalized.
Housing Loans	Crittenden	Steve asked if the Cabinet would support offering housing loans for new students in spring semester, as we did in the fall. All funds were recouped for the fall loans. The Cabinet approved continuing the program spring semester.
Vacation Schedules over break	Konschak	Based on vacation schedules, every day over semester break is covered by various members of the Cabinet.
2014 Capital Bonding	Lindseth	Becky reported that June 2012 is the deadline to submit preliminary project letters and cost estimates to the system office for 2014 capital bonding projects. She asked if a task force was needed to discuss potential projects, such as: 1) Airport renovations; 2) EGF-automotive shop (may be an initiative, rather than a capital bonding project). It was recommended that the Facilities Committee be asked to discuss ideas. Ideas will also be solicited via all-employee meetings this semester.
Employee Engagement Survey	Lindseth	Becky reported on an opportunity to purchase and conduct an employee survey, in which various MnSCU institutions are participating. The annual cost to the college would be \$2000-2500. The Cabinet approved the purchase and implementation, to be done sometime after spring break.
Instructional Cost Study Review Team	Lindseth	Becky asked that an academic task group be formed to review the instructional cost study next fall. Kent Hanson, Shannon Jesme, Norma Konschak, Brian Huschle, Rocky Ammerman, and Becky Lindseth will serve on this review team.
Class Cap Proposal	Huschle	Brian Huschle reviewed and explained the changes being proposed at Shared Governance. The Cabinet approved the changes. Norma Konschak proposed a class cap change to an aviation course. A lengthy discussion was held regarding the change, and it was determined that the proposal lacked sufficient information to make a decision at this time, and therefore, could not be approved for implementation for fall semester 2012. Class cap limits do not affect the number of sections that can be scheduled. Scott Fletcher will return with more detailed information regarding estimated costs of the proposal.

Policy Review	Huschle	Brian Huschle reviewed the revisions approved by AASC to Policy #3340 Assessment for Course Placement. Cabinet approved.
Grant Proposal Intent	Huschle	Brian Huschle reviewed the grant proposal intent submitted by Sherry Lindquist and Barb Weber to Pearson (Accuplacer) and the College Board, to provide free access to Accuplacer Reading, Writing, and Math pre-and post-tests and customized learning materials for developmental math, reading and writing. Brian recommended the college pay stipends of \$500 per semester per faculty member to implement this program, if the grant is received. Cabinet approved the grant proposal intent.
Shared Gov. Council Agenda	Temte	The agenda for the Dec. 8 <sup>th</sup> was briefly reviewed. Discussion was held on Higher One, a program for loadable debit cards for students, currently piloted by several MnSCU colleges. The biggest downfall with the program is the \$.50 per transaction fee being imposed on students. The implementation of this program would also increase workload of business office staff.
FY12 Budget Summary	Jesme	Shannon Jesme presented and explained any updates in the general fund budget. The summary indicated a deficit of \$630,935 (including \$500,000 paid to accruals). She reviewed misc. income and non-personnel expenditure worksheets.
Aircraft Donation	Klug	Dan Klug reported that the donation of a DC9 aircraft from the Detroit Pistons is tentatively scheduled for delivery on December 14, weather permitting.
Enrollment Update	Ammerman	Rocky Ammerman reported that overall FYE is down only 2%, compared to last year on this date.
Meeting adjourned at 11:05 a.m.		
Next Meeting Date		Thursday, December 22, 2011; TRF 735; EGF 115; 9 a.m.