

Cabinet Meeting Agenda

Thursday, February 2, 2012

EGF 115; TRF 735

9 a.m.

GFEDC Mtg by Anne: Anne stated that the New Program Committee should find out from Phyllis Johnson what new businesses are coming to the area. NDSCS is beginning to explore in the area to see if there are gaps not being met by UND and/or NCTC. Kent stated that we should try to get Phyllis Johnson here for a New Program Committee meeting. Klaus Theisen or Keith Lund may also be good to invite.

Anne visited with the President of NW MN Foundation and others, and they are very excited about what we are doing with UAS and IA program. They want to bring their boards to the college. What is potential for emerging businesses coming out of UAS?

Open House in TRF: Anne heard very good things. The evening open house for the community was quiet. They plan on doing an open house again.

Bob and Clinton have achieved an APPA (Association for Physical Plant Administrators) award. We want to show that our professional staff is moving ahead with professional development. Jason to prepare a news release.

Bill Tracking: Anne

Anne explained to Cabinet members the bills that have been introduced in both the Minnesota House and Senate related to facilities at the aviation site. Last year, because of the potential for a US Economic Development Administration grant, NCTC put together a proposal for bonding money to replace the old hangars at the aviation site with one new facility that would connect the Swenson Hangar and the classroom building. This proposal was developed too late to submit through the normal MnSCU capital bonding processes and because of a number of difficulties, was never proposed to the USED. Local legislators, however, became very excited about the proposal and have submitted bills to have the projected funded in 2012.

No news on the NSF grant per Jim R. The time line is hopefully by March. Projects that were submitted are receiving letters of rejection. We requested funding at the level to establish NCTC as a national center for advanced technical education in UAS technologies.

Ag Plan: Ron has not seen a final copy. Kent will forward him a copy (30 pages long). Have Ron and Anne sit in on the FBM call February 17th.

Follow-up from last meeting:



Action:

1) Five-year FYE projections – Jesme

Handout from Rocky. Rocky reviewed the data. 2012 does not include distance, which is done in March. Can we count on 150? If added, we are still not meeting the projection for the year. May be affected by FBM enrollment projected at +24 FYE. Then we would be on our projection. Mary Fontes stated that the only way to grow is to add programs or liberal arts. Aviation is planning on summer classes and are expecting enrollment in UAS. CVOP has enrollment and this may be due to American Crystal Sugar lockout. We could possibly start the summer session with 18-20 students. The program is full now with 22 students. We may get one to two good semesters with this ACS lockout. Kent stated that he thinks the way to grow is online. With the increase in tuition for FBM we may lose FYE.

How much has nursing declined and have we reduced our costs? Kent stated we have had declining enrollment and reduced costs, but he said enrollment will turn around soon.

Handout from Shannon.

Do we keep the enrollment projection flat or raise it? Anne wouldn't want to raise it at this point. What implications does this projection have for us? It was decided to leave at 2,750 FYE...Shannon will report that to MnSCU for planning purposes.

FY13 Budgeting: Wait for the 5 year by major report that Rocky is going to produce. Will run at 2,750 for FY13 for now and adjust if need be.

Reschedule Feb.16th cabinet meeting. Tentatively reschedule to Tuesday, 2/14/12, 10-12 pm. Confirm with the group.



Discussion Items:

1) Automotive Technology equipment – Konschak

Handout...Becky asked for admin services to review this and meet with Brian and Kent.

Mary Jo to schedule a meeting with Becky, Shannon, Bob, Clinton, Kent, Brian, Norma.

2) Tuition & Fees Discussion & Outcome – Fontes

Shannon is looking at changing the entire process on differential tuition and fees. Problem areas: FBM data analysis fee, professional liability fee (\$9.75), AVIA. Kent proposes to increase differential tuition for health care by \$5 per credit. Phlebotomy, Nurse Assistant and EMTB were added. ATI package sold in the bookstore. Would allow us to charge distance also. Will be asking for \$210 for some of the FBM credits. Kent stated our college did very well on integrating these fees in differential tuition. Hope the message from the system office will be that all colleges will need to do this. Becky asked if we were increasing tech fees to \$10. NCTC is highest of Bemidji and Alex by a couple of dollars. Online fees are associated with a class not a major.

Mary: The goal is for enrollment to stay even with headcount of 3,959 overall for fall. The need for this number is for Noel Levitz preparation. Trend has been to increase.

Steve Frantz mentioned putting some type of fee waiver for a truly DE students. Could, not have to...

Truly DE students is best estimated to be 20%.

Shannon to model it both ways.

Student Life Fee discussion: students have the right for representation through student senate, clubs, and athletics. Question from Steve Frantz was why do DE students pay a different fee? Take to the consortium to discuss. Aligning one student life fee is being discussed. EGF student senate feels that is fair. EGF is looking at a wellness center. What they are paying to UND for our students to go there, plus they have to pay a fee. The student senate wants to put that money to a center in EGF. A survey was done and students would be willing to pay more to have on the campus. Anne said it could be done in a "phased in" format. If an additional \$2.60 per credit was charged that could increase the fund by \$100,000 plus.

Kent to inform the DE consortium of NCTC adding a fee

3) Enrollment Goals – Fontes

- 4) **Codec Units (Video Conferencing):** Kent stated there was a request from the Aviation campus to increase units by 3. 2 ITV rooms and a conference room. Two units cost \$44,000 and 3 units cost \$66,000. There is not budget in NETS to fund units due to a 14.8% budget reduction this biennium. The consortium is not interested in funding units. NCTC is interested in repositioning the units that we have. Can we find two right now? Possibly one from Room 292 in EGF. Some units are old and not worth it. Actual video conferencing equipment is older. Kent asked Jeff Sinks to make a recommendation to us. The airport currently has one. Administrative services could put together a list of where they are and the age of the equipment. Dean Dalen stated he could maybe purchase one unit out of Perkins.

Information:

- 1) Pioneer TV/IHigh – Crittenden
NCTC has a partnership through NJCAA to broadcast games live or archived.
Home games only...

New Media filmed a football game in the past.

Shannon: An email is coming out tomorrow 2/3/12 regarding purchases of office supplies. Shannon would like to redirect these purchases through Office Max. No freight charge, best pricing (considerably less).

Higher One: Coming in February 22, 2012, to make a presentation regarding implementing debit cards.

Steve Crittenden: Facilities Scheduler? Works best for big organizations. Bob thinks it would help with our space use by bringing in activities that are not in ISRS. Whose responsibility is this?
Norma will submit her name...

Fox Consulting Meeting: 71 completed the survey. Administration to talk with groups for collaboration. Steering committee to meet the last week of February.

Meeting adjourned @ 11am



On-going Items:

- a. Policy Review
- b. Grant Proposal Intents
- c. Shared Gov. Council Agenda
- d. Budget
- e. Bookstore Profit Purchases
- f. Committee/Task Group reports



Next Meeting Date: Thursday, Feb. 16, 2012; TRF Campus #735; 9 a.m.

Attendance Roster:

X Anne Temte	X Kent Hanson	X Shannon Jesme	X Becky Lindseth
X Stacey Hron	X Norma Konschak	X Steve Crittenden	X Ron Dvergsten
X Jim Retka	X Mary Fontes	X Bob Gooden	X Clinton Castle
___Cindy Cedergren	___Dan Klug	___Scott Fletcher	X Gene Klinke
X Gerry Schulte	X Dean Dalen	X Jason Trainer	X Rocky Ammerman
X Brian Huschle	X Biggi Haraldsson	___Sherry Lindquist	