

## **President's Cabinet Meeting Minutes**

Tuesday, February 14, 2012

TRF 735; EGF 115

10 a.m.

## **Members Present:**

Rocky Ammerman, Clinton Castle, Cindy Cedergren, Steve Crittenden, Dean Dalen, Ron Dvergsten, Mary Fontes, Bob Gooden, Kent Hanson, Stacey Hron, Shannon Jesme, Gene Klinke, Dan Klug, Norma Konschak, Becky Lindseth, Jim Retka, Gerry Schulte, Anne Temte, Jason Trainer, Biggi Haraldsson

**Absent:** Scott Fletcher

## **Guests:**

Topic	Responsible Party	Discussion/Outcome
This meeting focused on enrollment		Rocky Ammerman reported that enrollment figures indicate we are still 4%
discussion & several related topics:		down in FYE for the year. Last year's final total FYE was 2,828. We are currently
a. FYE Projections		at 2,580 FYEs; we expect to gain approx. 150 FYEs from the on-line consortium (we'll have a more accurate figure in March), and approx. 20 additional FYE in Management Education is expected. That brings our projected total FYE to 2,750, which is 78 FYE below last year's total.
b. Enrollment Challenges		Discussion was held on possible reasons for enrollment decreases and increases in various programs. Declining enrollment in the LPN program was discussed (currently down 40 FYE); nursing enrollment from the metro area is down; retention/success rate is lower in nursing than in most programs. MET will discuss the current enrollment challenges and how to best market programs that are declining. They will review prospect lists for all programs. More marketing may be needed in all the nursing and allied health programs. Enrollment in aviation is expected to increase by 40 FYE next year; 26-27 are graduating in May, and 13-14 of them have indicated an interest in continuing into the UAS program. Currently the aviation prospect list totals 177. It is unknown what percentage of prospects result in registered students. The enrollment reports indicate the biggest decline in FYE is in nursing and liberal arts. (They go hand in hand, since nursing students are also enrolled in liberal

	arts courses).
c. Assessment Scores	Dean Dalen reported on discussions regarding a potential system-wide change in acceptable assessment scores that will have a negative impact on our enrollment. Students who score below the floor level may be directed to Adult Basic Education to improve their skills. He stated that 19% of Northand's current students would fall below the proposed floor level. More information about this discussion will be obtained at a Developmental Education conference this week.
d. Retraining Grant	Jim Retka reported on an \$800,000 grant obtained by Northwest Private Industry Council specifically for retraining locked-out American Crystal Sugar workers —resulting in a good potential for more training opportunities; discussion was held on the CVOP program and the potential to add a course over the summer; 21 students are currently enrolled, many of whom are from Crystal Sugar.
e. Roseau Site	Steve Crittenden stated a comprehensive picture and discussion about the past, current, and future status of the Roseau Site is needed. Current enrollment equates to less than 1 FYE. Shannon Jesme offered to work with Norma Konschak on compiling information for the Cabinet to review. It was suggested that Nicole Hagen's time at the Roseau site be documented – how much time is being spent advising, proctoring, etc.
	Declining enrollments (and graduates) in regional high schools was discussed.
f. Trends and Highlights  Meeting	Shannon Jesme, Becky Lindseth, Kent Hanson, and President Temte attended a "Trends and Highlights" meeting in Brainerd last Friday, where discussions occurred regarding changes needed in the allocation framework. They all believe there is a chance it will change, and hopefully assist the rural colleges who cannot experience the tremendous growth that the metro colleges can, due to demographics.

g. Campus Service	Becky Lindseth shared information about recent discussions with Chief Human
Cooperatives	Resources Officers. She stated that Campus Service Cooperatives are being
	highly encouraged by the Board of Trustees, in five priority areas. Work teams
	are being formed to focus on each of the areas. President Temte stated that
	some people believe that coops will solve many college resource issues, but
	there is a need for "high-touch" services in order to retain under-represented
	students. President Temte stated there appears to be some colliding and
	incompatible priorities within MnSCU and American higher education right now.
	Shannon Jesme reported that Northland is participating in the Office Max
	cooperative service program for office supplies, and will be hosting a
	representative from Higher One to investigate potential use of their service for
	issuing college debit cards to students. She noted that Central Lakes College is
	using Higher One and they estimate they could see an annual cost savings of
	\$5,000-6,000. A brief discussion was held regarding the current Composite
	Financial Index (CFI) for Northland.
h. FY13 Budget Requests	Shannon reminded members that the FY13 budget requests are due by February
v == = noget mequees	17 <sup>th</sup> . Discussion was held on supply budgets and the process of aligning budgets
	for growing programs. Information about an alternative budgeting process is
	expected from a peer college. A framework and guiding principles will be
	developed to align budgets for programs experiencing high enrollment growth.
	President Temte suggested that the Deans and Supervisors have discussions
	with Bob Gooden and Clinton Castle about space utilization/scheduling issues.
i. Expanding Ignite	President Temte reported on the increase in enrollment from recent Lincoln
Scholarship Program	High School graduates, and discussion was held regarding the Ignite Scholarship
	program and the need to expand that program into other surrounding
	communities. Members were asked to forward names of potential
	contacts/donors or organizations to Dan Klug.
Meeting Adjourned at 11:37 a.m.	
Next Meeting Date dergren/Cabinet/Cabinet 2011-12/Cabinet minutes 12_02_14	Thursday, March 1, 2012; TRF 735; EGF 115; 9 a.m.