



President's Cabinet Meeting Minutes

Thursday, April 19, 2012

TRF Campus #735; EGF Campus #115

9 a.m.


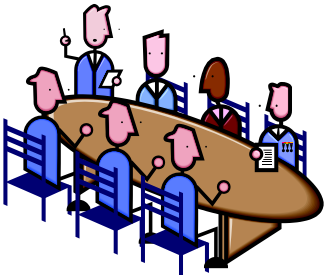
Members Present:

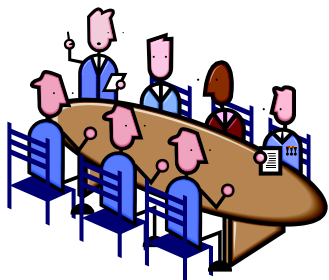
Rocky Ammerman, Clinton Castle, Cindy Cedergren, Steve Crittenden, Dean Dalen, Ron Dvergsten, Mary Fontes, Bob Gooden, Kent Hanson, Stacey Hron, Shannon Jesme, Gene Klinke, Dan Klug, Becky Lindseth, Gerry Schulte, Anne Temte, Jason Trainer, Curtis Zoller

Absent: Jim Retka, Norma Konschak, Scott Fletcher

Guests:

Topic	Responsible Party	Discussion/Outcome
1) Leadership Council/Board of Trustees Report	Temte	<p>President Temte reported on a recent meeting with Doug Knowlton regarding a multitude of issues, including mission-relatedness of customized training outside the state of Minnesota. She also met with the president and staff at Inver Hills Community College; Inver Hills is eager to partner with us and other MnSCU colleges on TAACCCT grant development. Chancellor Rosenstone is conducting a detailed thorough study of the current allocation model and has developed a 6-page summary on how it works, major factors, areas that are not working; she stated there was a very open conversation held with the chancellor about this topic. She will share the summary when it is officially released. She noted that the system office may eventually become more of a shared services cooperative. She noted that we need to discuss how to move forward with campus service cooperatives as attrition occurs. Some areas of consideration may include institutional research, publication editing, etc.</p> <p>She noted that the Board's Excellence in Teaching banquet was an elegant event, and noted that we should do more to celebrate teaching excellence on a local level. She noted the faculty's opposition to participating in the Board's Excellence in Teaching recognition program.</p>
2) Final Support Staff In-Service Agenda	Lindseth	Becky Lindseth reviewed the recent changes to the agenda. It is ready for distribution to staff.

<p>3) Multiple Financial Aid Disbursements</p> 	<p>Schulte</p>	<p>Gerry Schulte reported on a recent statewide meeting where multiple financial aid disbursements were discussed. He noted that if the college reaches a default rate of 15%, we will be mandated to switch to multiple disbursements. He explained the process, as well as pros and cons. Our current default rate is 12% over a two-year loan period, and he projected a 14.3% default for a three-year loan period. On a related note, Curtis Zoller noted that UAS grant funds are a possible source of funds for students who are experiencing financial hardships that prevent them from attending college classes (not limited exclusively to UAS students).</p> <p>Student Senates will be consulted on the idea of establishing a multiple financial aid disbursement process. Gerry will share more information as it is available, and will bring a recommendation to the Cabinet when appropriate.</p>
<p>4) Policy Review: #2090 Drop/Add, Withdrawal & Refund</p>	<p>Fontes</p>	<p>Mary Fontes reported that the changes in the policy were recommended by AASC, regarding administrative drops. One additional change was made to the policy. Approved – and will go to Shared Governance Council for final review.</p>
<p>5) Fall Faculty In-Service Draft</p>		<p>The first draft agenda with potential topics was briefly reviewed; President Temte suggested that one of the recently awarded “Excellence in Teaching” individuals could be a potential speaker. Mark Taylor was also suggested as a potential speaker on engaging in the classroom. This will be discussed further at future meetings.</p>
<p>6) Individual Cabinet Member Reports/Updates on projects</p> 	<p>All</p>	<p>Gene Klinke - is on a committee for planning the Northern Valley Career Expo (Oct. 24, 2012 at the Alerus Center); 1500 high school sophomores are expected; we are one of the major sponsors. He is working on getting programs on board to participate in hands-on demonstrations.</p> <p>Ron Dvergsten - will have surgery at the end of April.</p> <p>Dean Dalen – is developing an improvement plan required for Perkins; we need to improve non-traditional participation; he will share his draft with Jason Trainer for his input. Submission is due in 2 weeks.</p> <p>Gerry Schulte – financial aid applications are on track for fall semester.</p> <p>Clinton Castle - reported briefly on the visit by MnSCU system facilities staff held this</p>



week. He noted that with Tim Bergerson out on sick leave, some non-urgent electrical projects have been placed on hold until his return.

Anne Temte – asked for a volunteer to write the Weekly Update next week. Dan Klug obliged. She noted that the Noel Levitz report was just received today and she had not reviewed it yet. She noted that a panel of experts will meet with the Strategic Development Steering Committee on April 27th from 11:30 am – 1 pm and invited any other interested Cabinet members to attend. RSVP to Cindy soon for meal planning purposes.

Dan Klug – will be giving Foundation updates at the All-Employee meetings on April 19-20.

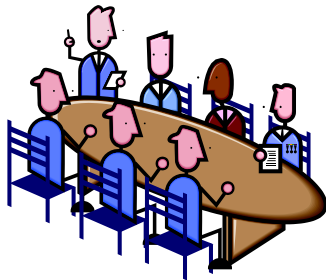
Jason Trainer – a video crew will be on the TRF Campus today, in preparation for creating a web video tour.

Rocky Ammerman – fall registrations are coming in.

Steve Crittenden – reported that Foxtail Homes (formerly Campus Courts) has been sold, and will result in the apartments being open to all interested renters, with no percentage of apartments reserved for students. This may cause added difficulties for students needing housing next fall. He reported that the TRF Student Senate had approved the intent to add a wrestling program, and utilize funds from the TRF Student Life Reserve funds for portions of the cost.

Brian Huschle – reported on upcoming retirements and faculty vacancy searches in progress; Dean of Nursing search process is also underway.

Becky Lindseth – the visit from Sally Grans, Kent Dirks, and Greg Ewig went well; she thanked Curtis Zoller for arranging a UAS demonstration for the visitors. This team will be following up their visit with a meeting with a select group of NCTC staff on May 3rd, via videoconference. She noted that Kent Dirks will be the key contact person for all building projects and facilities issues, from start to completion.



Becky noted that some employees have inquired about summer schedules. It was noted again that no four-day or alternative standard hours of operation for departments will be approved. Departments must be covered from 8 am – 5 pm as they are during the academic year.

Mary Fontes – is working on late changes to policies; large numbers of students are going through assessment and orientation sessions; she noted the EGF Campus will host a Career Expo Day on April 25th ; 19 programs are participating; 260+ juniors and seniors from 14-15 high schools are expected to attend.

Kent Hanson – noted we need to improve on our efforts to build relationships in our communities, specifically by attending/participating in various community events. He noted he is scheduled to begin traveling to area high schools with admissions reps to foster relationships with high school administrators and faculty.

Shannon Jesme – working on FY13 operating budget due to the Office of the Chancellor, and also preparing for the annual audit.

Bob Gooden – EGF roofing project is going well and may finish ahead of schedule, as early as next week.

Curtis Zoller – complimented Gene on an excellent webcast; he expressed his appreciation for all the support received from everyone on various aviation & UAS projects. He provided enrollment updates and noted that Imagery Analyst program development is on track. He reported on TAACCCT grant submission due on May 24; he’s working with Fox Consulting and several other faculty members are involved in the grant development; chances of being funded are favorable.

Meeting Adjourned at 10:20 am

Next Meeting Date

Thursday, May 3, 2012; EGF Campus, Room 115; **10 a.m. *MnSCU facilities staff will meet with specific Cabinet members via video from 9-10 a.m. The regular Cabinet meeting will begin at 10 a.m.**