

President's Cabinet Meeting Minutes

June 7, 2012

TRF Campus #735; EGF Campus #115

9 -11 a.m.

Members Present:

Clinton Castle, Cindy Cedergren, Steve Crittenden, Dean Dalen, Ron Dvergsten, Scott Fletcher, Mary Fontes, Kent Hanson, Gene Klinke, Norma Korschak, Becky Lindseth, Gerry Schulte, Anne Temte, Jason Trainer

Absent: Rocky Ammerman, Jim Retka, Stacey Hron, Dan Klug, Shannon Jesme, Bob Gooden

Guests:

Topic	Responsible Party	Discussion/Outcome
Announcement of student death	Fontes	Mary reported on the death of an Occupational Therapy student, who was killed in a car accident this week. The possible need for counseling for fellow students in the program was discussed.
College Committees	Crittenden	Steve expressed concerns related to overlapping of committee functions and participation, particularly related to the Retention and Diversity Committees. He stated that faculty attendance and participation is sparse, and many of the committees have the same staff participating in them. The Diversity Committee needs more student involvement than employee involvement. Discussion was held on the possibility of paring down the list of committees if possible. Members were asked to review the committee list and be ready to discuss changes at the June 21 Cabinet meeting. Norma suggested that there is typically better participation from faculty when working on task groups that have a begin/end timeline, rather than general committee meetings.
Application Deadline	Crittenden	Steve and Mary reported that research had been done to analyze whether 'late-start' students were typically those with low GPAs. They reported that low GPAs were not typical; therefore consideration for an application deadline was not warranted.
Freshman Experience Course	Crittenden	Steve and Norma discussed the concept of establishing a credit-based Freshman Experience Course, possibly starting with it being required for liberal arts students. Kent Hanson asked for a proposal from Steve to bring to AASC in the fall. Norma & Brian will be involved in the development of a proposed course. The Cabinet supported the concept to move forward with discussions about the course.
Housing Concerns	Crittenden	Steve reported that Foxtail Homes (formerly Campus Courts) has been sold to new owners, who appear to not be interested in renting to students, and they won't accept student housing loans issued by the college. They are seeking year-round leases for renters. Discussion was held on housing options that need exploring. A task group of Steve, Becky, Anne, Clinton, and Shannon will meet to discuss this further.

GED Testing Changes	Dalen	Dean reported that as of January 2014, GED testing will be 100% computerized testing through Pearson Vue. They will soon begin the transition. He stated that if the TRF Campus wishes to continue to provide this service, we will need to become an authorized Pearson-Vue Test Center. EGF is already an approved site. The cost to the college will remain the same, with a small revenue stream for every test delivered. The following task group was formed to discuss this further – Dean, Steve, Rocky, Pam Schorsch, Mary, Norma, possibly Curtis (only if the airport is being considered). Dean will call the first meeting.
Credit for Prior Learning Process	Konschak	Norma stated there is a need to develop consistent standards college-wide in handling this process. (such as evidence of proof of learning vs. work experience) Norma will propose a recommendation to the Deans, and then bring it back to Cabinet for discussion.
Institutional Research Workplan	Lindseth	The 2012-13 Institutional Research Work Plan was shared for Cabinet review.
President's Update	Temte	<p>President Temte reported on the following topics discussed at the June Leadership Council meeting:</p> <ol style="list-style-type: none"> 1. Dakota County Technical College is the lead college for a new Transportation Center of Excellence; 2. There is \$2.3 million in carry-over funds in the System Office. These funds have been prioritized to address several issues, including continuation of workforce assessments over the summer; 3. Plans are to blast forward on campus cooperatives; consultants are being hired to look at all system operations where campus cooperatives could be utilized. 4. There may be some additional funds for campus marketing initiatives. 5. Developmental education improvement initiatives are moving forward – she will share this info via email. 6. The Legislature approved \$457,000 in leveraged equipment funds– requires a 1-page application, cash match, and must be installed by Jan. 2013. 7. AFSCME & MAPE have reached tentative agreements, with a 2% salary increase proposed in Jan. 2013. 8. MnSCU is supporting the week of “no charge application fee” again during a specific week in November. 9. HEAPR – we received \$1 million for roof repairs at EGF. 10. Audit Report – no audit findings on the books. Thanks to all who accomplished that! 11. There is a potential for grant funds for developmental math programs.
NCTC's role in Minnesota's Aerospace Initiative	Temte, Fletcher, Zoller	DEED is leading the efforts for an RFP from Minnesota which will position Minnesota to become a UAS test center. They are working with the Governor and MnSCU officials. Curtis is working on a business plan; there is a potential for a \$1 million grant to manage the test center. (Minnesota appears to be high on the list of potential sites).

		<p>Minnesota has many attributes that others don't.</p> <p>Curtis reported he had met with Dakota County Sheriff's Dept. regarding UAS Criminal Justice capabilities. It was noted that Minneapolis Community and Technical College has closed their aviation maintenance program; there may be an opportunity to deliver custom training programs for Delta Airlines in the Twin Cities.</p>
Enrollment Update	Fontes	<p>Mary reported the following enrollment stats, with comparisons to last year:</p> <p>Summer 2011: 127 FYE; Summer 2012: currently 125 FYE;</p> <p>Fall 2011: 776 FYE; Fall 2012: currently 743 FYE;</p> <p>Headcount: 2,605 last year at this time; currently 2,443</p> <p>Applications: 1,152 last year at this time; currently 1,257.</p>
Web Communication Training	Fontes	<p>Mary reported that staff training is needed for future web communications through ISRS, and she will share training dates and details with the Cabinet to inform the appropriate staff.</p>
Grant Proposal Intents/Updates	Dvergsten, Zoller	<p>Ron requested Cabinet approval to submit for a USDA Farm Business Mgmt. and Benchmarking grant, with a sub-award of \$100,000. Cabinet supported the intent to submit.</p> <p>Curtis Zoller updated the Cabinet on the submittal of a TAACCCT grant application with Inver Hills Community College for "Teaching with Telepresence and Simulation".</p>
Meeting Adjourned at 11 a.m.		
Next or Future Meeting Topics		Committee list review; Review of draft Institutional Plan
Next Meeting Date		Thursday, June 21, 2012; TRF #735; EGF #129; 9 a.m. – 12 noon