



President's Cabinet Meeting Minutes

Thursday, October 11, 2012

EGF 129, TRF 735; AC13 – 1 p.m.

Members Present: Clinton Castle, Cindy Cedergren, Steve Crittenden, Ron Dvergsten, Mary Fontes, Stacey Hron, Shannon Jesme, Dan Klug, Becky Lindseth, Jim Retka, Gerry Schulte, Anne Temte, Jason Trainer, Curtis Zoller

Absent: Rocky Ammerman, Dean Dalen, Bob Gooden, Gene Klinke, Brian Huschle, Jodi Stauss-Stassen

Guests:

Topic	Responsible Party	Discussion/Outcome
1) Homepage Redesign	Trainer	<ul style="list-style-type: none">• Jason reported that a redesign will occur between fall & spring semesters.• Will provide a design proof to review before implementation.• Timing of changes is important, particularly for current & prospective student usage.• Communication from marketing/webpage designer is important, with a timeline of the project.• Anyone noticing information missing on various links should report it to Chad Sperling.
2) Quality Matters - Recognition during Jan. In-Service	Temte	<ul style="list-style-type: none">• President Temte will incorporate recognition in her address.• May ask faculty members to provide a demo or discussion
3) Posting Schedules	Fontes, Jesme	<ul style="list-style-type: none">• Mary and Shannon explained the issues surrounding the posting of spring & summer schedules together, vs. summer/fall.• Further discussion will be held with Brian Huschle resolve issues.
4) Alternative Schedule Update		<ul style="list-style-type: none">• President Temte will combine three documents that have been written to date: 1) TRF faculty pros and cons list and proposed schedule; 2) Cabinet response; 3) Follow-up meetings with faculty presidents regarding task group formation.• The task group will be surveying all faculty and students.• Steve Crittenden reported on a conversation with food services in regard to having most classes Mon-Thurs.• Various types of data will be collected prior to the first task group meeting.

5) Beverage Contract Revenue	Crittenden	<ul style="list-style-type: none"> • \$25,000 has been received to date. • A task group will be formed to discuss utilization of funds earned from beverage sales under the Pepsi contract. • Student Senates want involvement in the decision-making process for these funds. • Athletics has expressed interest in acquiring a portion of the funds for infrastructure needs not being met through budgets.
6) EGF Fitness Center	Temte	<ul style="list-style-type: none"> • President Temte was approached by EGF Student Senate President on the idea of charging employees for use of the Fitness Center. President Temte discouraged the idea because of the difficult logistics of collecting small sums of money on a monthly basis and because the college is providing space, utilities, and custodial care. • Aviation students have an interest in having a fitness center on that campus; this could be incorporated into the design of a future building project; there is currently no available space. • Brief discussion was held on the inquiry about a certified trainer for the EGF Fitness Center; this would have to be funded by and with a contract with Student Senate.
7) Northland Aerospace Foundation	Klug	<ul style="list-style-type: none"> • Dan Klug reported on the status of the Northland Aerospace Foundation. • It is now a legal entity; recently held its annual meeting. • Income/donations will be run through the NCTC Foundation until final approval of 501C3 status is received. • Otto Bremer Foundation grant may be applied for. • Dan's time spent working on Aerospace Foundation business is currently compensated by the NCTC Foundation. • Primary goal is to help develop and grow aerospace programs
8) Shared Governance Council follow-up	Temte	<ul style="list-style-type: none"> • Faculty requested that all Cabinet members make their calendars available to each campus receptionist, for ease in locating administrators and supervisors as needed.
9) AASC Update	Crittenden	<ul style="list-style-type: none"> • Recommended moving forward on development of Freshman Experience course; <ul style="list-style-type: none"> ▪ Idea going back to faculty chapters for input, then back to AASC. ▪ Goal is to implement for Fall 2013.

		<ul style="list-style-type: none"> • Moving ahead with three Liberals Arts Pathways (reduction from 29): <ol style="list-style-type: none"> 1) Humanities and Communications 2) Social and Behavioral Science 3) Science, Technology, Engineering, and Mathematics (STEM)
10) Bookstore Profit Purchases	Lindseth, Castle	<ul style="list-style-type: none"> ▪ Requests for Purchase Approvals: <ol style="list-style-type: none"> 1) Lindseth – requested \$1,500 for drinking fountain with filling station inside the EGF fitness center; discussion was held; It was determined to delay this purchase until such time the fitness center is permanently located. Becky will make sure the \$1500 covers the entire request. Placed on hold. 2) Castle – requested funds for TRF kitchen expenses: <ol style="list-style-type: none"> a) Dishwasher repair - \$731.00 b) Garbage Disposal purchase - \$2950.00 c) Replacement of deep fryer - \$1800.00 ▪ Cabinet approved up to \$5500 for these TRF kitchen expenses.
11) Changes in North Dakota Admissions	Trainer	<ul style="list-style-type: none"> ▪ Discussion was held on changes in ND admissions policies. ▪ How do we position ourselves to strengthen the UND articulation agreements? ▪ 60% of EGF students are from North Dakota.
12) Enrollment Update	Fontes	<ul style="list-style-type: none"> ▪ Still up by 4%
Meeting Adjourned @ 2:35 p.m.		
Next Meeting Date	Monday, October 22, 2012; 9 a.m.; TRF 735; EGF 129; AC13	