



President's Cabinet Meeting Minutes

Monday, February 11, 2013

11 am – 12 noon

TRF 735; EGF 129; AC 13

Members Present:

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

Absent: Gene Klinke

Guests:

Topic	Responsible Party	Discussion/Outcome
1) Proposed Tuition/Fee Increases, as it Relates to consultation with Student Senates	Temte	<ul style="list-style-type: none">• Discussion was held on whether parking fees should be increased.• Students currently pay \$2.50/per credit, with a maximum amount set.• Average fee among MnSCU 2-year colleges is \$2.77/credit. (This average includes metro colleges which charge considerably higher rates).• Aviation overflow parking lot will be worked on this fall; TRF has funds set aside in budget.• At the Feb. 21 Cabinet meeting, fees will be finalized, to present proposals to Student Senates the week of Feb. 25.• No new differential tuition is proposed; however, Anne will meet with Jim and Ron regarding FBM tuition.• Other items to consult with Student Senates:<ul style="list-style-type: none">Bookstore profit requests: Club advisors, kitchen equipment budget;○ Tri-Valley Bus subsidy- Steve reported that more students are commuting from EGF to TRF; approx. 20-25 average ridership per day, primarily students. The Cabinet expressed support to continue funding the service, at least until such time new housing is built in TRF.○ Pepsi contract revenue – the upfront money received in August will be used to fund security/lock improvements on each campus; no

		<p>discussions or decisions have been made on the annual revenue generated from the Pepsi contract.</p> <ul style="list-style-type: none"> ○ Anne will send a list of topics (to the Cabinet) that MCCSA has compiled for consultation with campus senates and college presidents. This list will be used as the agenda for the upcoming senate meetings, which Anne and Steve will attend, with Shannon's assistance with financial information. ○ Tuition – MnSCU's proposal to the legislature sets a limit on the maximum increase of \$145/credit. If the legislature doesn't approve the proposal, the maximum is unknown. An increase to \$145/credit will be proposed to the senates.
2) Comm. College Completion Call to Action	Temte	<ul style="list-style-type: none"> • This campaign was initiated by EGF PTK club; • Petition was shared with Cabinet and signatures were collected, in support of this initiative.
3) Travel Requests	Crittenden	<ul style="list-style-type: none"> • Discussion was held on what to do in instances where written documentation is not available for a travel request – such as a recruiting trip or clinical site visit – generally regional travel. • It was determined that a justification box on the forms could be used to explain the purpose of the trip in more detail if necessary.
4) Smart Transfer Plan	Fontes	<ul style="list-style-type: none"> • NCTC's transfer audit was all in compliance; received good reviews. <ul style="list-style-type: none"> ○ Congrats and thanks go to Rocky and the transfer advisory group for accomplishing this.
5) Vehicles for Recruiters	Trainer	<ul style="list-style-type: none"> • Jason Trainer asked if there were specific vehicles within the fleet that could be wrapped for recruiting use. • Will re-visit at the next Cabinet meeting after reviewing current fleet. • Marketing budget has funds designated for this purpose this fiscal year. If no vehicles are appropriate to do this, the funds will be spent elsewhere.
6) Course Eval. Survey Task Group Report	Lindseth	<ul style="list-style-type: none"> • Task group has met and report was shared.
7) Leadership Council Update	Temte	<ul style="list-style-type: none"> • There was significant discussion at the L. Council meeting regarding the Administrative Personnel Plan for 2011-13. They will review a tentative plan in March; then it goes to the legislature. • Internal Audit: NCTC received a second year of zero audit findings!
Meeting Adjourned @ 12 pm		

Next Meeting Date		
		Thursday, Feb. 21, 2013; TRF 735; EGF 129; AC13; 9 a.m.

ccedergren/Cabinet/Cabinet 2012-13/Cabinet minutes - 13_02_11