



## **NCTC President's Council Minutes – September 17, 2015 at 10:00 a.m.**

**Present:** Dennis Bona, Sheila Bruhn, Carey Castle, Mary Fontes, Shannon Jesme, Kristi Lane, Jodi Stauss-Stassen, Jim Retka, Curtis Zoller

**Absent:** Mike Curfman, Brian Huschle, Chad Sperling

**Meeting convened** at 10:08 a.m. in EGF-#256

**Presentation** – Julie Fenning gave a demonstration on logging in to STAR ALERT (Blackboard Connect), contents of emergency kit. Dr. Bona shared a retreat to be held with administrators and part of it will be a safety table-top training - 'shooter on campus'.

### **President's Reports – Dr. Bona**

- Charting the Future – Copies of the strategic framework and a cover letter from Board of Trustees explaining CTF was distributed. This was/is being shared with BOT yesterday/today at their 2-day retreat in Duluth. Most initiatives identified are MnSCU driven and will be led accordingly. Discussion followed.
- Legislative Visits:
  - September 30<sup>th</sup> – Northland is host to the Senate Capital Investment committee where several presentations from surrounding communities, and our project request for laboratory design and renovation will be heard.
  - October 7<sup>th</sup> – Chair Bud Nornes of the House Higher Education Committee will be on both campuses.

**NOTE: Date later changed to 10-6-15.**

- President's Goals – Chancellor suggested a 'team building' retreat. Dates TBD (by end of 1<sup>st</sup> semester)

### **Academics: Carey Castle and Deans**

- Dual enrollment – met 9-9-15 with BSU, agreed on a MOU that is being reviewed. Hope to announce in January.
- Evening Offerings – sent email to concerned individuals. Goal of April 1<sup>st</sup>, lots of work between now and then.
- MOQI – RFP accepted, inter-agency agreement receipted yesterday, \$38K – QM
- NSF Grant Update – Curtis Zoller reported work continues on a 10-8-15 submission date grant application, partnering with SCSU. Grant being worked on a technical education platform – grant research. More to follow.
- Other:
  - A decision needs to be made re: cardiovascular tech. This will be added to next agenda
  - AMP and HLC have both met for the fall. Good meetings still working through AMP process.

### **Budget Discussion:** Shannon Jesme provided an update on the following:

- Chief Financial Officer conference call this morning. College is in the H.S. Pricing and Credentialing group. Also, if any calls come in regarding the news articles in Star Tribune, direct inquiries to Laura King.
  - Carey shared information on what is being worked on and who the changes have been communicated to.
  - Dr. Bona shared some information reported at Leadership Council.
- Wind screen on baseball field blew over. Discussion followed regarding cost. **ACTION:** Shannon will request a quote and timeline for work to be completed.

**Committee Structure Discussion:** Updated chart and membership roster sent out. Please review and send changes to Sheila via email.

### **Human Resources** - Kristi Lane reported on the following:

- Negotiations of bargaining units – AFSCME, MAPE & IFO have all settled. Administration will be reviewed next.
- Status of vacant positions – Registrar backfill is complete, other vacancies identified.
- Support Staff In-service - Finalized agenda to be sent out soon for Sept. 24<sup>th</sup>. Dr. Bona and Kerry Jaeger will present. Location is Melanie's Café for lunch then over to the Community Center in Warren for the afternoon.

### **Student Services** – Mary Fontes noted the following items:

- eTeamSponsor and other software contract issues – OGC WebEx attended. Good information. On what to be aware of.
- Policy 2062 – Needs to go to SGC, to be implemented this year. **ACTION:** Sheila will add to SGC Oct. agenda.
- NJCAA Divisional Commitment – Update – Need to propose which division to designate. Sport, by sport.

**Foundation:** Sheila Bruhn provided information on:

- Student housing project in TRF – NCTC Foundation Board of Directors approved a motion to have the MnSCU grant agreement and project documents be reviewed by attorney.
- NCTC Foundation Anniversary Events – Alumni activities are scheduled for this Saturday - September 19<sup>th</sup> and raffle tickets are on sale.

**Marketing:** Sheila shared in Chad Sperling's absence:

- YouVisit – agreement is being reviewed by MnSCU, planning for videos on site in early November.
- Professional Bio photos are being requested by Chad. He has a list started and will be contacting the leadership team to schedule a time and place.

**Master Facility Plan Presentation Recap:** no report

**Policies & Procedures:** Members reviewed changes to 1000 series policies that were sent out. These will go to SGC in October.

**Other:**

**Adjournment:** at 12:38 p.m.