



Present: Dennis Bona, Sheila Bruhn, Carey Castle Mike Curfman, Mary Fontes, Brian Huschle, Shannon Jesme, Kristi Lane, Chad Sperling, Jodi Stauss-Stassen, Jim Retka, Curtis Zoller

Guest: Richard Speas

Meeting convened at 1:08 p.m. in TRF#635

Presentation – Richard provided printed information on definitions of each division to consider regarding the proposal for sports division designation. Richard also provided historical enrollment figures and the benefits of scholarships, and potential funding sources. Discussion followed. Need to understand funding sources.

ACTION: Richard will provide cost estimates using a 50% funded scholarship amount, with anticipated enrollment/retention information.

Richard left the meeting @ 1:58 p.m.

President's Reports – Dr. Bona

- Charting the Future Update: more to report after leadership council. Colleges are to identify a CTF team. Northland's team will be the President Council (Role is more of an oversight capacity.)
- Legislative Visits:
 - September 30th – Senate Capital Investment Committee (Northland's project, lunch, community presentations.)
 - October 6th – Chair Bud Nornes of the House Higher Education Committee will be on both campuses.

Academics: Carey Castle and Deans

- Evening Offerings – Carey shared that he continues to meet with appropriate individuals and work through this process.
- MOQI – (MN Online Quality Initiative) - Details being worked out – Brian is taking the lead.
- NSF Update – Curtis reported still moving along. St. Cloud State budget issues popped up, now back on track. Goal to have Northland as the UAS synergy across the state. Final touches on next week for submission 10-8-15.
- Cardiovascular Tech Program – Jodi gave a recap of what has happened to date. Last year, decision was made to give instructor a non-renewal notice. Typically the programs runs in the red category regarding sustainability metrics. Recommendation to suspend program. Discussion followed. Consensus to suspend, inform instructor, notify AASC, SGC. Campus Management Reports:

Budget Items: Shannon Jesme provided an update on the following:

- Wind screen on Baseball Field Update – New replacement cost is \$14,000. Not in budget, some options shared. Discussion followed.
- It was shared that the fund balance was increased approx. \$300K but, does not include accruals...net loss anticipated.
- CFO email exchange occurring (very interesting) lots of new leadership and everyone questioning, if now is the time to change how reporting is conducted.

College Structure Discussion: Updated chart and membership roster reviewed. It was noted that both are on SGC agenda for Thursday, October 1. Once the chart and roster go through SGC on 10-1-15 they will be cleaned up and posted on web.

Human Resources - Kristi Lane reported on the following:

- HR staff (Kristi, Colleen, Michelle) will attend a conference in Brainerd the rest of the week.
- Status of vacant positions – several internal changes. Temporary positions approved to help backfill changes.
- One position description will be revised and posted
- Reminder of upcoming date for layoffs is October 30. Discussion followed. None anticipated.
- College hours (i.e. 8-4:30 or 8-5, etc.) inconsistencies are occurring. Discussion followed. Need to look at hours in conjunction with expanding courses during evening times and the needs of students. Hours will be reviewed at a future date.
- Support Staff In-service held last Wednesday in Warren went well.

Student Services – Mary Fontes

- Staffing Expectations around holiday dates – Requests are already coming in for Dec. 24th and 31st. Discussion followed. All agreed that minimal coverage for administration is adequate for this time period.
- Strategic Enrollment Management Plan and Direction for the College – SEM group will reconvene and clarification is needed. Discussion followed with the following noted:
 - SEM was developed when enrollment was flat or growing
 - AMP was not in place when developed
 - Strategic Plan was ending and has not been updated
 - Budget reductions added to SEM's non-effectivenessDiscussion followed on how to move forward. Determined to be a topic for retreat in November. SEM group to hold off meeting until further notice.

Team Building Retreat. Discussion of dates held. Tentatively November 12th & 13th in Bemidji (afternoon, evening, morning sessions) NIMS training will be a component of the retreat.

Foundation: Dr. Bona shared:

- Student housing project in TRF is moving forward. Grant award of \$1.1M is anticipated to be approved at the MnSCU BOT meeting on Oct. 20/21. Several College and Foundation representatives will be attending.
- NCTC Foundation Anniversary events went well.

Marketing: Chad reported:

- YouVisit – agreement approved by MnSCU, planning for videos on site in early November.
- Professional Bio photos are being requested. Chad will be contacting the leadership team to schedule a time. Dates are October 21 & 22

Master Facility Plan Presentation Recap: no report

Policies & Procedures: Sheila reported updated 1000 series policies were sent out and will be reviewed by SGC On Thursday. Once reviewed there, policies/procedures will be cleaned-up and posted on the web.

Other: none

Adjournment: at 4:28 p.m.