

**NCTC President's Council Notes – December 22, 2015 at 2:30 p.m.**

**Present:** Dennis Bona, Sheila Bruhn, Mike Curfman, Brian Huschle, Shannon Jesme, Kristi Lane, Jim Retka, Chad Sperling, Curtis Zoller

**Absent:** Carey Castle, Mary Fontes, Jodi Stauss-Stassen

**1. President's Report – Dr. Bona**

- A. EAB – surveyed President's Council members, went ahead with contract \$14,500. They will work with us to pursue a Title III grant, if interested. Leadership team needs to visit regarding strategies.
- B. A CTF grant opportunity was identified by Heather Meng. This grant for \$10,000 is to strengthen diversity at the college.
- C. The Chamber GF/EGF Annual Meeting – January 29<sup>th</sup> 5:30 p.m. Northland is sponsoring a table of 8. Brian and Sheila will attend. Dr. Bona will be out of town. Shannon will tentatively attend. Sheila asked others to let her know if they are interested in attending. First come first served basis. Sheila will work with faculty to fill seats

**2. Academics:**

**A. Campus Management Reporting:**

- i. East Grand Forks – Brian shared that he and Jim attended a New Americans meetings this morning. Curriculum group meets on the 5th and the pipeline group on the 12th, then a meeting of the whole will be scheduled. Discussion followed. Working with DEED, Workforce Centers and others.
- ii. Thief River Falls – Mike reported that with the exception of just a few, grades were in as of yesterday. Lisa Bottem pleased with results. Coverage for Wednesday, and Thursday in TRF has changed some. Sam will be at front desk, Jim available as administrator and Curtis is also available.

**B. Other - none**

**3. Finance and Facilities – Shannon Jesme**

- A. Financial Health Indicators shared. There are 7 indicators (4 short term, 3 long term) each indicator was reviewed. Some will be taken off the measurement list. CFO Conference key points highlighted. Discussion followed.
- B. FY2016 Operating budget outlook – Enrollment and compensation measures reviewed.
- C. FY2017 Tuition assumptions reviewed.
- D. Workout plan has an extended deadline of a couple of weeks. The plan will be worked on the next few weeks.
- E. Discussion followed.

**4. Foundation – Sheila Bruhn**

- A. Student Housing Project – continue to work on tax exempt financing, meet with Lee Meier (current owner) on Thursday.
- B. Anniversary Celebration Luncheon – January 28th – Oral history with Henry Tweten will be done in-house, working on invitation which will be out next week to former administrators, and placed in EGF Exponent 2 times before the event.

5. Marketing – Chad Sperling
  - A. Numbers are up in – December saw an influx of traffic on website. Nice to hear enrollment is catching up.
  - B. YouVisit – actors are scripting in studio now and hope to have a prototype at the Jan. 14 meeting. Possibly unveil at anniversary luncheon
  - C. New campaign being worked on for a final push for enrollment in the age category of 17-20. Posting in the 60 mile radius with some with specific targeting in Fargo, and Bemidji
6. Human Resources – Kristi Lane
  - A. Negotiation/Open Enrollment - MSCF meeting on Monday, no other information
  - B. Vacancy Updates – IT resignation, director requesting a temp in the position. Discussion followed
  - C. Timesheets – Critical that supervisors approve timesheets on time. Payroll is running into problems. Supervisors need to approve by Monday at 9:00 a.m.
7. Policies & Procedures
  - A. EGF Campus Management Recommendation on smoking policy – Brian Huschle noted there is no consensus of groups/bargaining units. No policy change at this point, but requests to work with EGF campus management team to work within the policy to make some changes. Agreed.
  - B. Other – no additional items
8. Student Services – Mary Fontes (Deferred)
  - A. Rethinking College Committee Structure – *deferred until 1-14-16*
  - B. UND Housing – *deferred until 1-14-16*
9. Meeting adjourned. 4:09 p.m.