

NCTC President's Council Notes – January 14, 2016 at 1:00 p.m. in TRF Room #217

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

Absent: Brian Huschle

Guest: Gerald Schulte

1. Student Services – Mary Fontes

- A. Perkins Loan Continuation Recommendation – Gerald Schulte shared that initially it was determined Perkins loans would be ending. However, it has been extended for another two years. Previous awards: 2014-\$8,175; 2015-\$20,875 and anticipated in 2016 approx. \$22,000. On average 8-10 students are served through this process. The question is, does Northland continue for the next two years or close out as originally directed. Discussion followed. Consensus is to continue the program for two more years. (RESOLVED) *Jerry Schulte left the meeting.*
- B. UND Housing – No update, still waiting to connect with UND. Phone calls and emails sent.
- C. Distance MN Structure – Mary reported on the handouts distributed with the agenda. Items noted: there have been several committee member changes, and the E-learning committee has been involved with the webpage.
- D. Other: Inclusiveness Grants – Mary shared that two grants have been submitted. One is for orientation and the other is for developmental English ELL.

2. President's Report – Dr. Bona

- A. Charting the Future (CTF) – The first quarterly report was submitted to MnSCU on Jan. 7. Dr. Bona thanked everyone for their input and shared that Northland is on target with goals.
- B. Education Advisory Board (EAB) – Daily news updates are being forwarded to the leadership team by Dr. Bona. An invoice has been received and will be processed.
- C. The Chamber GF/EGF Annual Meeting – January 29<sup>th</sup> 5:30 p.m. Northland is sponsoring a table of 8. Attending to date: Brian, Mary, Shannon, Carey, Sheila. Dr. Bona will be out of town. Jodi and Curtis are checking calendars. A Northland gift bag/basket for The Chamber's silent auction table was discussed. Sheila will continue to work on table seating.

3. Academics:

- A. Academic Master Calendar 2017-18 – Jodi reported that a workgroup will meet to work on a draft.
- B. Campus Management Reporting:
  - i. East Grand Forks – No Report
  - ii. Thief River Falls – No Report
- C. Evening Classes – Carey shared that the surveys are closed out and results will be compiled.
- D. Carey gave a reminder that the BSU Signing Ceremony will be held on Tuesday, Jan. 19<sup>th</sup> at 10:00 a.m. in the TRF Commons.
- E. NISOD Award Nominations are due Feb. 5<sup>th</sup> to NISOD – Carey will send out the link to members.
- F. Discussion held on several activities being considered for TRF Main Campus and Aerospace Site.

4. Finance and Facilities – Shannon Jesme
  - A. Reviewed FY17 Integrated Planning and Budgeting Calendar – discussion followed. One date change was recommended. All agreed.
  - B. Budget work continues. More work is needed on non-personnel items. Discussion followed.
  - C. Other items brought forward and discussed.
5. Foundation – Sheila Bruhn
  - A. Scholarship Awards and Ceremonies – Scholarship committees met this week, and ceremonies are set for Feb. 2 and 9 (TRF and EGF Respectively) at noon.
  - B. Anniversary Celebration Luncheon – January 28th – Oral history with Henry Tweten was conducted on December 30<sup>st</sup>. A portion of the video will be shared at the luncheon.
  - C. Other – Housing Manager position description – MnSCU has some questions which are being addressed.
6. Human Resources – Kristi Lane
  - A. Vacancy positions updated:
    - i. President’s Assistant – committee in process of screening applicants. (26 applied)
    - ii. Aerospace – supporting Precision Ag. Part-time CLA position 100% grant funded – goal to move program forward.
    - iii. General Ag. Certificate Instructor is being worked on.
  - B. Sabbaticals – Requests needed to be recalculated at state level. There are five Northland faculty requesting leave, all will be approved.
7. Marketing – Chad Sperling
  - A. New Year New Start campaign wrapped up – good number
  - B. BSU dual enrollment promotions coming together
  - C. Follow-up with recruiters on specific target areas
  - D. YouVisit beta ready for review – hopefully go live in a week or so
  - E. Discussion followed on tracking inquiries.
8. Meeting adjourned. 4:05 p.m.