



President's Council

Wednesday, August 3, 2016, from 9:00 a.m. to 12:00 p.m.

Location: EGF Room 290

Present: Dr. Bona, James Retka, Mary Fontes, Mike Curfman, Carey Castle, Kristi Lane, Shannon Jesme, Jodi Stassen, Brian Huschle, Chad Sperling, Sheila Bruhn, Curtis Zoller, Julie Fenning (recorder), and Stacey Hron (guest for agenda item #1).

1. Technology Updates – Stacey Hron

- a. **ITV Upgrades** – Stacey Hron was invited to provide an update on recent technology updates. She shared that NCTC was given two out of the five awards to upgrade ITV rooms in the region. The NETS board purchased equipment valuing over \$20,000 to upgrade ITV rooms at the aerospace campus and the Roseau site.
- b. **Roseau Site Updates** – In addition to ITV upgrades, the Roseau classrooms have been equipped with security cameras, as well as electronic door locks. Now the space can be viewed from the TRF main campus, as well as opened or locked up each day.
- c. **Aerospace Campus** – Stacey shared that Riverland College partnered with NCTC to design, setup, and install the new equipment. Riverland employees were here for three weeks, and successfully set up and testing the equipment. She shared that this project would not have been possible without this partnership.
- d. **SingleWire - 911 Calling** – Stacey shared that there have been several misdialed calls to 911 just in the last week. To minimize calling 911 by mistake, Stacey and Shannon are requesting to revisit SingleWire, as well as change the prefix for accessing an outside line from "9" to "6". Stacey provided an updated quote for SingleWire. **ACTION ITEM:** President's Council members approved SingleWire, as well as the change in the outside line prefix. Approved. Stacey left the meeting.

2. President's Report – Dr. Bona

- a. **Leadership Council Update** – Dr. Bona provided a brief update from the Leadership Council meeting. He shared that upcoming president positions are being filled with two-year interim positions, with the exception of Century Lakes. Dr. Bona will be the chair for this presidential search.
- b. **New Allocation Model** – Dr. Bona shared that the new allocation model is in draft form. Several items have been changed. They plan to have finalized by January 1, and implemented by July 2017.
- c. **Branding** – Dr. Bona shared that we need to provide our logo implementation plan by September 1st. **ACTION ITEM:** Chad Sperling will lead this project.
- d. **MN Twins Event** – They are still looking for volunteers. **ACTION ITEM:** Kristi will send a reminder.
- e. **Workplace Solutions Update** – Dr. Bona provided an update on the work being done to centralize the work of customized training throughout the state.

3. Academics – Carey Castle and Deans

- a. **Campus Management Reporting:**
 - i. **East Grand Forks** – Brian Huschle provided an update on reviewing course offerings for fall semester. Final decisions will be made by Friday the 12th. Dr. Bona wants final list of course cancelations. Brian shared information about the recent story that Point of View's Chris Berg, KVLV has been reporting. Dr. Bona asked that if anyone is approached by Chris Berg to refer him to Dr. Bona. **ACTION ITEM:** Chad will forward to Noelle at MN State.
- b. **Fall In-Service** – Mike Curfman shared the final agenda. Please have any handouts to Julie Fenning by Wed. 10th. There was brief discussion on first amendment rights regarding the

upcoming election and possible aftermath. Dr. Bona shared that we will be receiving guidance from the system office by the end of the week.

c. Testing Center Move Update – Carey Castle

- i. No intent to move by this fall.
- ii. High Stakes Vendor will provide guidance to ensure approval once complete. Carey will schedule meetings with stakeholders to work through the details. **ACTION ITEM:** Mike will schedule meeting with Karl regarding what tests should be offered.

4. Finance and Facilities - Shannon Jesme

- a. Budget Update** – Shannon provided a brief update on the current budget for FY17.

5. Foundation – Sheila Bruhn

- a. Golf Tournament Update** – Sheila reported that the golf tournament brought in \$20,000 for scholarships, up from last year's \$15,000. Next year will be the 10th anniversary. Mark your calendars for July 27, 2017.
- b. Student Housing Update** – Sheila reported that two of the five buildings were turned over to the Foundation this Monday. Student athletes coming early will be able to check in. It was agreed that they needed to be accepted, but not enrolled before they can get the keys, due to the scheduled Accuplacer test dates. It was clarified that Campus Attendants will not be working the student housing. Student life residents will serve as attendants for the student housing, as well as increased law enforcement patrolling.

6. Marketing – Chad Sperling

- a. YouVisit Contract Renewal Chargebacks** – These funds have been approved. Need to have a discussion regarding charging back this expense to programs and departments.
ACTION: Julie will schedule meeting with Chad, Dennis, Carey, and Shannon to discuss how the chargebacks will be divided.

7. Human Resources – Kristi Lane provided a brief update on the transaction service model, as well as the faculty workload management. Both projects are in progress.

- a. Sexual Violence Website** – Kristi shared that the required website is live, with the anonymous reporting feature working, and NCTC is in compliance with the new sexual violence regulations.

8. Adjournment 12:00 p.m.

Attendance Roster:

___ Dennis Bona	___ Mike Curfman	___ Shannon Jesme	___ Jodi Stauss-Stassen
___ Sheila Bruhn	___ Mary Fontes	___ Kristi Lane	___ Chad Sperling
___ Carey Castle	___ Brian Huschle	___ Jim Retka	___ Curtis Zoller
___ Julie Fenning (Recorder)			