

# President's Council Agenda

Wednesday, May 2, 2018 from 9:00 a.m. to 12:00 p.m.

Location: **EGF Room 290** (TRF 662/Video Conference First Hour)



**NORTHLAND**  
COMMUNITY & TECHNICAL COLLEGE

**Present:** Dennis Bona, Mike Curfman, Shannon Jesme (10:00 a.m.), Jodi Stauss-Stassen, Mary Fontes, Chad Sperling, Brian Huschle, Jim Retka (TRF), Curtis Zoller, and Julie Fenning (Recorder).

**Absent:** Lars Dyrud, Kristi Lane, and Carey Castle

## 1. President's Report – Dennis Bona

- a. **Engelstad Challenge** – Congratulations to Lars and team on a great accomplishment. Congratulations also to employees, as a high percentage of donations were from faculty and staff!
- b. **Congratulations to Carey Castle on his new presidency!** Carey will work through final projects and take vacation to prepare for his move to Kentucky.
- c. **Administrative Structure** – Dr. Bona shared details regarding the new administrative structure due to Carey Castle's resignation. Dr. Bona will send an email to all employees with these changes.
  - i. Brian Huschle will become the NCTC Chief Academic Officer and will replace Dr. Castle on several institutional committees and initiatives such as AASC, Assessment & Program Review, Distance Minnesota Management and Strategic Planning. Brian will continue his work with EGF Liberal Arts Division, Academic Success Center, OER Projects, and Closed Captioning.
  - ii. Jodi Staus-Stassen will become Campus Dean for EGF, retaining responsibility for college wide Nursing, Allied Health and Public Service programs, and picking up responsibility for all other EGF technical programs. She will provide leadership for the HLC Assessment Academy and will no longer have responsibility for the libraries and testing.
  - iii. Mike Curfman will remain Campus Dean for TRF and be picking up responsibility for On-line College in the High School, libraries and testing, Distance Minnesota Scheduling, e-Learning, and the MEC. He will no longer be the athletic director; however, athletics will report to him.
  - iv. Jim Retka will become the Athletic Director, retain responsibility for Farm Business Management and customized training, and will no longer be responsible for college grants.
  - v. Mary Fontes will remain Dean of Student Affairs, but will report directly to the President and pick up responsibility for Marketing and Publications (Chad Sperling will report directly to Mary).
  - vi. Kristi Lane will have the added responsibility of becoming the Chief Diversity Officer.
  - vii. Shannon Jesme will have the added responsibility for grants (Anton Bergee will report to Shannon).
  - viii. Curtis Zoller will have no change in responsibility.
- d. **Retirement Gift Program** – Dr. Bona shared a new idea for retirement gifts, replacing the clock that has been given for several years. The State of Minnesota uses this tiered gift program, as well as several Minnesota State institutions. Employees are able to choose a gift from a level, depending on their years of service to Northland. There was also discussion regarding employees who leave Northland for reasons other than retirement. It was agreed that employees who have been here 20 years or longer, and leave, will receive a gift of their choice from the appropriate level. Implementing this gift program was approved by the President's Council. Julie will reach out to the current retirees.

**2. Student Services – Mary Fontes**

**a. Enrollment Update**

- i. FY18 ended with FYE 2202, Headcount down 276, down 6% FYE overall
- ii. FY19 Summer is up FYE 109 vs 105 last year, headcount 675 vs 658 last year
- iii. FY19 Fall is up 44 FYE, headcount, 1303 vs 1203 last year

**3. Marketing Update – Chad Sperling**

- a. **Prospect Inquires** – Chad reported that there has been a 40% increase from the Virtual Tour alone. The Virtual Tour has been very popular this year. There was discussion about creating a report that could pull from multiple databases to track students from prospect to registered student.

**4. Human Resources – Kristi Lane was absent.**

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

- a. **Food Service Update** – Shannon is working with the local EGF school district to possibly offer food service. She is also looking at an alternative operation for the TRF campus.

**6. Academics – Carey Castle and Deans**

- a. **MEC Update** – Mike Curfman shared that the MEC board approved the construction of a new concession stand. It will be built in the foyer of the MEC building. Construction will start this summer after the high school track program finishes for the year. The MEC board has been making long term plans to increase the use of the building.
- b. **Campus Management Reporting:**
  - i. **Thief River Falls** – Mike Curfman reported that the baseball team is having a good season. The rest of the sports seasons are winding down.
  - ii. **East Grand Forks** – Brian Huschle reported that the roof and science bonding projects are on schedule. He requested that the room currently designated to be a multipurpose room be designed for virtual reality equipment to be installed in the next couple of years. This would include furniture that can be moved and rearranged. Curtis has information regarding a possible connection to NSF for this type of project. President's Council supported this effort.

**7. Policies & Procedures - None**

**8. Adjournment: 11:58 p.m.**