



President's Council Minutes

Wednesday, December 12, 2018

9:00 a.m. to 11:15 a.m.

Location: **EGF Room 290 (AC16)**

Present: Dennis Bona, Mary Fontes, Kristi Lane, Shannon Jesme, Mike Curfman, Lars Dyrud, Brian Huschle, Chad Sperling, Curtis Zoller, James Retka, Jodi Stauss-Stassen, and Julie Fenning (recorder).

1. President's Report – Dennis Bona

- a. **EAB Contract** – At a previous President's Council meeting, the decision had been made that we would not renew the contract with EAB. Since then, EAB has offered a reduced renewal rate. After discussion, it was determined that even at the reduced rate, we would not be renewing the contract.
- b. **Minnesota State**
 - i. **Reimagining Minnesota State**
 1. Additional Forums Scheduled:
 - a. Jan 14th – Digital Age
 - b. Feb 4th – Nature of Work
 - c. March 6th – The Student
 - d. April 8th – Innovative Models
 2. There is also a website where the recordings and handouts are published. These forums are open to all employees, students, the general public.
 - ii. **Enterprise Student Success Practices** – This is a system initiative regarding guided learning pathways. **ACTION:** Brian and Mary will review handout and provide Dr. Bona with feedback.
 - iii. **Dedicated Equity and Inclusion Funds** – **ACTION:** Shannon will research the amount of these funds and where they are being spent.
 - iv. **Booth at the State Capitol** – During the next Leadership Council on January 29th, Minnesota State presidents will be joining the Board of Trustees at a booth at the Capitol. It will be a two-hour poster session, with each college represented. The focus will be on industry partnerships. The Digi-Key partnership should be highlighted. Students can be invited as well as appropriate employees.

2. Action Items

- a. **Newsletter Articles** – Dr. Bona encouraged everyone to submit articles of information that would be of interest to the college community. This includes information from committees and various activities in respective areas. Please use the online form created by Marketing.

3. Discussion Items

- a. **Exceed through Service Learning (Perkins/NSF Work)** – Curtis shared details about several projects he is working with industry partners promoting service learning. The auto body students are partnering with Rydell to fix up a donated vehicle to give to a family in need. Also creating opportunities for partnerships with Boy Scouts, 4H, Future Farmers of America, Drone Tech, and the new agriculture program. **ACTION:** Dr. Bona requested that this be a feature story in the near future.

- b. **TRF Fitness Center** – Shannon Jesme gave an update on the new processes for the fitness center. She presented to the athletic department and received good feedback regarding staffing needs. The following schedule was established:
 - i. Beginning immediately through the remainder of the semester (December 21st), the fitness center will be open for student and employee use from 8:00 am - 5:00 pm, Monday through Friday.
 - ii. Through the holiday break the fitness center will be open from 8:00 am – 2:30 pm, Monday through Friday.
 - iii. Beginning January 14th, the hours will be 8:00 am – 5:00 pm and 7:00 pm – 9:00 pm Monday through Thursday. Please note that 5:00 pm – 7:00 pm each day is reserved for the exclusive use of athletic team practices.
 - iv. The fitness center will also be open from 1:00 pm – 4:00 pm on the Sundays when open gym is scheduled.
 - v. Coaches needing time on Friday evenings and weekends should continue to schedule using the facility scheduler (Cory Feller).
 - vi. The cost for this additional coverage is approximately \$6,000. President's Council approved the proposed schedule and funding.
- c. **Fitness Center and TRF Kitchen Changes** – The fitness center employee (Alicia Dick) now reports to Clinton Castle, and kitchen employees (Ladora Dahlen/Megan Pitzer) report to Michelle Bakken, with Brenda Bruggeman as the lead.
- d. **Budget Update** – It was determined that Shannon will give a budget update during the January 23rd Shared Governance Council meeting. There will be less unknowns at that time. President's Council, an SGC. Ask is \$250 million in new dollars. Largest ask in history.
- e. **January In-Service** – Jodi Stauss-Stassen shared a draft of the January 9th faculty in-service agenda. Dr. Bona plans to present on enrollment, the budget, update on rebranding, strategic planning, and have update on collaborative projects. Dr. Bona will present from the EGF campus and Brian Huschle will be on the TRF campus.

4. Informational Items

- a. **Contracts Update** – There are changes coming in the near future in how we process contracts. All contracts will need to be completed in Marketplace. Business Office and HR staff will be trained, as well as a limited amount of people who are required to complete contracts.
- b. **Food Laws** – Food laws are changing January 1. Shannon is waiting for additional guidance from the system office. These changes may impact the TRF Northland Market, concessions, student club activities (bake sales), and employee potlucks.
- c. **Radio Station Update** – The Pioneer 90.1 station received an extension of the original grant, extending the funds for through June 2020. This gives the radio station another year to convert to the 5013c community station by June 2020, unless a more permanent funding stream is put in place.
- d. **Shark Tank Proposal: QUIQ Software** – Mary Fontes requested approval to participate in a pilot project with the system office and other Minnesota State institutions. Northland will receive funding for the project to integrate a texting software with ISRS and Oracle. President's Council approved. Mary will provide updates as the project progresses.
- e. **Blackboard/Star Alert Passwords** – Brian Huschle encouraged everyone to be sure they can log into the StarAlert system. If you have any problems, contact Cory Feller.
- f. **Foundation News** – The Foundation received a check for \$50,000 donation from Andrew Skaar upon his death. Andrew was a part of the team who helped designate Thief River Falls as the location for a new community college. He died in September at 96 years old. The funds are to be used for scholarships for students on the TRF campus.
- g. **CWS Update** – There will be a meeting on Tuesday morning with the presidents. More discussion is needed to determine work processes and relationships.

- h. Personnel Update** – Mary is moving quickly to fill the EGF advisor position and the college Registrar/Director of Advising. Interviews are next week for both positions. Foundation Director of Operations interviews are on Friday. Tiffanie Bieganek accepted the financial aid position. She will be working in that position effective January 2nd. Kristi is working to move payroll to the service center. The Dave Grafstrom (custom training rep) position will be reduced to 50% and will be posted. President's Council approved. Distance MN is moving to the Detroit Lakes campus of MN State. The lease is up in Perham. They are moving forward replacing the director position; interviews are this week.

5. Adjournment 11:15am