



President's Council

Wednesday, February 6, 2019

2:00 - 4:00 p.m.

Location: EGF Room 290/TRF Room 662

Minutes

Present: Dennis Bona, Shannon Jesme, Mary Fontes, Brian Huschle, Chad Sperling, Mike Curfman, Jodi Stauss-Stassen, Kristi Lane, James Retka, and Julie Fenning.

Absent: Curtis Zoller

1. President's Report – Dennis Bona

- a. **Leadership Council Update** – Due to the weather, the Board of Trustees canceled their meeting and Dr. Bona was not able to present Northland's new mission and vision for approval. He will be presenting during the February meeting. Minnesota State sponsored a Day at the Capitol and met with legislators. Northland had a booth and two students were able to attend and tell their stories.
- b. **Airport** – Dr. Bona had a meeting with Joe Fredrick from the Airport Authority regarding Digi-Key's request for an additional hangar. Former Senator Leroy Stumpf suggested that they partner with Northland. Dr. Bona said that he would support the project with a letter of support, but would not partner to submit a bonding project on behalf of Northland. Dr. Bona also discussed the possibility of leasing hangar space from Northland. More discussion on leasing space is needed to ensure compliance with various regulations.
- c. **Newsletter** – Understanding that everyone has a full plate, but still need to make sure we have items for the newsletter. Last day of the month it will be sent to all employees. Deadline will be the third Friday of the month. Add to Shared Governance agenda to encourage activity from faculty. Julie will create email appointment for President's Council. Official HR announcements will be sent via email as well as included in the newsletter.

2. Action Items

- a. **Weather Related Closure Policy** – Jim Retka shared concerns from coaches regarding building closures. It was determined that the building would be closed. Coaches have since shared concerns from the players. Jim would like to revisit the procedure to determine if these requests can be accommodated for teams for practices. This is an issue at both campuses. Athletics and club activities. Final decision is to allow for the exception by the supervisor/dean/administrator, after consultation with Bob and Clinton, and Shannon Jesme. Need to have approval to be there. Update policy. Exceptions need administrative approval.
- b. **HLC Assurance Report Update** – Brian Huschle shared that the writing team spent Monday, Tuesday, Wednesday of this week starting on the assurance report. He has set aside three more days during spring break to continue working the writing process. After the spring break session, we will have a draft ready to share with our existing committee structure. It will be in ROUGH DRAFT form.
- c. **College Knowledge Month changing to "Minnesota Goes to College" Month** – Mary Fontes
 - i. **Free App Week: October 28-November 1, 2019** – Requesting approval to participate again. Approved. **ACTION:** Mary will bring it back to the group to look at also do offering Free Application Week in May.

- ii. **NCTC awarded for \$115,000** – Mary shared that Northland was awarded funds for a collaborative project on the applicant process. It will track applications through enrollment. It is part of grant through Distance Minnesota.
- d. **Budget FY20 – Request Process and Timeline** – Shannon Jesme announced that the integrated planning budget process is open. The deadline is March 1st. She shared that she removed the New Personnel option, as it did not fit the timeline for creating new positions. Requests are not being discussed in a timely manner. It was determined that if a staff or faculty member has an idea for personnel, could they bring it to a President’s Council member for discussion. President Council will review nonacademic budget requests after they are sorted.

3. Discussion Items

- a. **Grant Process for the College** – Brian Huschle (attachments) – Time did not allow for this agenda item.

4. Informational Items

- a. **Brand Update - Sub-branding** – Chad Sperling requested a decision regarding sub-branding. Are individual programs allowed to create an alternative brand for their specific program or implement standardized sub-branding guidelines. It was determined that all programs will be sub-branded the same. Chad Sperling will review each sub-brand.

5. Adjournment - 3:43 p.m.