

PRESIDENT'S COUNCIL

Wednesday, March 31, 2021

9:00 a.m. – 12:00 p.m.

Location: **Zoom**

Minutes

Present: Shannon Jesme, Brian Huschle, Mike Curfman, Jodi Stauss, Shamani Shikwambi, Mary Fontes, Chad Sperling, Lars Dyrud, and Julie Fenning (recorder).

Absent: Curtis Zoller

1. President's Report

- a. **Transition Planning** – No update available.
- b. **CRRSAA Funds** – Requests have been given to the division chairs for prioritization. The lists will be brought back to President's Council for review. Trish Kalvoda (business office) is reviewing all budget requests for possible CRRSAA funding eligibility. She is utilizing the GroupLink process to communicate with faculty regarding the rationale for their requests. This is working great, with several responses already returned. Next, Shannon will meet with the leveraged equipment group to review the prioritized equipment requests and what items will qualify for leveraged equipment funds.
- c. **Employee Transfer Partner Survey** – It was determined Northland will not participate in the survey.
- d. **2022 Capital Budget Scoring Results** – Northland scored in the top half of all requests last time around, but this time Northland's project is in the bottom half. We need to look at selecting a firm to update the project request and update the master facility plan this fall.

2. Action Items

- a. **Service Learning** – It was determined that the requirement would be waived with the courses being open for students wishing to complete the activity. The next president will determine how to proceed with the service learning program.
- b. **Federal Community Project Funding/Grant** – Brian requested approval regarding grant opportunity. Approved.
- c. **Summer Hours** – It was determined that Northland will implement summer hours this year. Beginning May 26 – August 17, 2021, business hours will be Monday – Thursday (8:00 a.m. – 4:30 p.m.) and Friday (8:00 a.m. – 2:30 p.m.). Employees will be expected to make up the extra two hours during the week or take vacation leave. Make up hours must be between 7:00 a.m. and 5:00 p.m. Monday – Thursday. **ACTION:** Mike will communicate this to employees mid-April.
- d. **Dual Training Grant with Red Lake – Paramedic and Nursing**
 - i. Sanford Training Grant – Sanford is requesting a letter of support from Northland. Approved.
 - ii. Red Lake Comprehensive Services – Looking at developing a partnership for training employees in nursing and paramedics. Approved.

3. Discussion Items

- a. **Honorary Degree Recognitions Update** – After further research and discussion, it was determined that Northland would not give honorary degree recognitions. There are several



individuals who have contributed greatly to Northland and it is not possible to honor them all. Discussion was held regarding creating a digital display for each campus, showcasing Northland's history. **ACTION:** Lars and Chad will research options and costs and bring to the President's Council at a later date.

- b. **TRF Bike Path Proposal** – Shannon has been working on a collaboration with a Minnesota biking group. Andy Mueller (Northland English faculty) participates in the group. The group is willing to donate funds to help create healthy communities. Northland has proposed signage, benches, dog waste stations for the walking and biking paths north of the college. The paths are currently being used, and this would make them more inviting. Shannon shared the proposal of location, benches, dog waste stations, and signage. There will be no cost to the institution. **ACTION:** Shannon will bring this item to Safety Committee regarding any safety issues or liability concerns. **ACTION:** Chad will propose ideas for naming and branding.

4. Informational Items

- a. **COVID-19 Update** – Jodi provided an update on the following items:

- i. **Closure at Aerospace** – The programs at the Aerospace site have been closed for quarantine. Discussion was held regarding having administrators on the aerospace site monitoring COVID safety protocol compliance. Students will be returning on April 6th. **ACTION:** Brian and Jodi will connect with Curtis regarding scheduling a meeting with faculty and students to discuss compliance concerns.
- ii. **Athletics** – Northland requires that everyone on college property wear masks, indoors and outdoors. Coaches will ensure compliance with student-athletes.
- iii. **Social Distancing Change** – MDH is looking at changing the classroom social distancing guidelines from six feet to three feet. This would increase classroom capacity by approximately 25% per room on the TRF campus. Bob Gooden is reviewing the rooms on the EGF. A decision needs to be made regarding making this change, knowing that it could be changed back to the six feet in the event of a surge in cases. More discussion at the next President's Council meeting.
- iv. **Fitness Center** – It was determined that we will resume student and employee use of the fitness centers this fall, pending the status of the pandemic. Approved.
- v. **Athletics** – The softball coach has requested to play a game at the end of April against a team outside the conference. It was agreed that after May 1st, teams may play games outside the conference. Our priority is to protect the academic programs to ensure students graduate on time. All games are conditional, must be played at Northland, and opposing team and guests must abide by Northland COVID safety protocols.
- vi. **Fall Sports – Volleyball, Trap, Basketball** – It was determined that Northland will offer fall sports pending the realities of the pandemic and following COVID safety protocols and MDH and CDC guidelines.
- vii. **Cleaning Protocols** – **ACTION:** The Pandemic team will discuss the current cleaning/disinfecting schedule and determine what is appropriate for this stage of the pandemic.
- viii. **Emergency Funding** – Financial aid is processing all emergency requests using the existing procedure and criteria. This will not change for COVID related requests.
- ix. **Summer Activities Facility Use for Outside Entities** – MDH recommendations remain the same through summer regarding indoor/outdoor capacity, etc. **ACTION:** The Pandemic team will be meeting tomorrow regarding a recommendation for summer activities. **UPDATE:** The Pandemic team recommended that we move forward in allowing outdoor activities (soccer, little league baseball, etc.) with the



expectation that those groups follow COVID guidelines and their staff are responsible for monitoring. **APPROVED.** The pandemic team is going to work on more detailed guidelines for indoor activities (theater, basketball, camps, etc.) and have that for President's Council review at the next meeting.

b. Personnel Update – Mike provided an update on the following positions:

- i. Alecia Dick claimed position in the Business Office.
- ii. Tammy Stebleton was hired for the GMW position in EGF.
- iii. Early Child Instructor posting closes April 2.
- iv. English Instructor position closes April 9
- v. TRF GMW – Posting closes April 9.
- vi. CONE Instructor position closes April 16.
- vii. NCAT OAS position has been posted.

5. Individual Updates (limited to two minutes)

- a. **Shannon Jesme** – The Distance MN proposed tuition rate will be included with tuition and fees for final approval at the Minnesota State Board of Trustees meeting in June. The distance team established a uniform, blended rate of \$204.30. Shannon is still waiting on guidance from the system office regarding a tuition freeze. We will be consulting with students regarding tuition and fees this month.
- b. **Shamani Shikwambi** – Shamani has formed a team to look at a software to help create the academic schedule each year. They met with the system office regarding EMS and its options. They have looked at other software programs as well. More to come.
- c. **Brian Huschle** – No additional update.
- d. **Curtis Zoller** – Absent
- e. **Lars Dyrud** – Information is out regarding scholarships for next year. Textron will lease one entire building for interns this summer. Planning to have some from Digi-key as well. They will be staying beginning the end of May for four to six weeks. Lars shared details about a US Bank grant opportunity for \$7,500 to support activities for trade programs, people of color, women, and minorities. The Foundation will be applying for the grant, but Lars will be working closely with Shamani.
- f. **Mary Fontes** – Enrollment - end of year adjusted - FYE 11% down, Headcount 9.2% down.
- g. **Chad Sperling** (Mary provided update) – Chad is working through the RFP process to hire a vendor for Phase III of the new college web site. He is also working through the academic project list and identifying areas for target marketing.
- h. **Jodi Stauss-Stassen** – No additional update.
- i. **Mike Curfman** – The TRF campus revitalization team is working on projects to improve the appearance of the TRF campus. They are currently working on outside signage. The Northland wordmark will be arriving soon for Northland Store signage.

6. Adjournment: 11:30 a.m.

