

# PRESIDENT'S COUNCIL

Wednesday, June 16, 2021

9:00 a.m. – 12:00 p.m.

Location: **Zoom**

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## MINUTES

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

### 1. President's Report

- a. **Leadership Council Update** – Discussion at Leadership Council was focused on budget and the status of the legislative sessions. LeadMN is voting today for the 67% percent fee increase. Shannon is working to submit the budget to the system office by tomorrow.
- b. **Legislative Session** – There was discussion regarding use of CRRSA funds and how other states are using the funds versus Minnesota State. Minnesota State is more restrictive/conservative than other colleges across the state and country.
- c. **Transition Update** – Mike will email all employees announcing the Interim Dean of Student Affairs.
- d. **Stimulus Funds** – Shannon and her team are working through coding expenses to the appropriate funds.
- e. **Budget Approval** – Review budget packet to be submitted to the system office tomorrow. Non-personnel budgets have been entered into the purchasing system. Purchasing may begin. **ACTION:** Please communicate with the business office if you have items that will not be received by June 30<sup>th</sup>. If after June 30, it needs to be paid for with FY23 funds. PO's may be rolled over manually by Shannon. Shannon reviewed budget summary handout which included the stimulus impact. The radio station has received funds. They are less restrictive and can be used for operations. The gen fund will not need to subsidize the station this year, saving approximately \$50,000.
- f. **Kitchen in EGF** – Shannon requested approval to cover \$26,000 in loss of revenue with stimulus funds. **Approved.** Northland will contract with the EGF High School kitchen for FY23.
- g. **Tuition Rates** – Shannon reviewed the tuition rate handout. No fees were raised. The tuition rate will increase 3.5% with the .5% refunded to the students. Both student senates have sent emails to the system office regarding consultations. Online rate is increasing by 1.09% which equals \$205.15. The Centers of Excellence will increase 3% as originally planned. Hyflex health courses are now charged the health differential versus the Distance Minnesota rate. Shannon documents all tuition rate changes in a file on her P drive called Facts. It contains the history for all tuition rate changes. **ACTION:** With rates going up, students will need to be notified.
- h. **ARP Technology Equipment** – This item will be moved to fall when faculty return.

### 2. Action Items

- a. **EGF GMW** – There was a resignation on the EGF campus. Mike is requesting approval to repost. **Approved.**
- b. **ETAS Instructor Positions** – Two faculty members have resigned. Curtis is requesting replacement of one full-time ETAS instructor position on the TRF campus. Start date will be



fall, August 2021. Any additional courses will be covered in a part-time capacity for the second position. **Approved.**

With these resignations, Curtis is requesting a temporary position to help develop the mechatronics program at the Warroad site. He would conduct the search for a permanent position to start in the fall to be ready for the January 1, 2022, program start date at the Warroad site. More discussion is needed. **ACTION:** Julie will schedule a meeting with Curtis, Lars, Shannon, Brian, and Mike to develop a plan and draft the Memorandum of Agreement for the project.

- c. **Technology Master Plan Review** – **ACTION:** Shannon asked everyone to review the Technology Master Plan. Having this plan in place will add points during the bonding project scoring process.

### 3. Discussion Items

- a. **FN Reporting** – Mary shared that there are faculty members who do not report “no shows” in a timely manner. This is resulting in students receiving financial aid that they should not be receiving. This financial aid must be paid back. This causes additional work for the financial aid and registration offices. The cost to the college is approximately \$200,000 annually. **ACTION:** Deans will continue to communicate with faculty the negative consequences of not reporting in a timely manner. Brian will also discuss at Shared Governance Council.
- b. **Supervisor/Counselor Emergency Procedures** – Kelsy and Shelley have drafted a procedure to share with faculty and supervisors addressing what to do for students in an emergency when counselors are not available. **ACTION:** Julie will invite Kelsy and Shelley to the July 14<sup>th</sup> President's Council meeting. This item will also be added to the Supervisors Emergency Procedures manual.

### 4. Informational Items

- a. **COVID-19 Update** – Students and employees still need to quarantine and isolate if infected with COVID. Occupancy levels and social distancing restrictions have been lifted. No instructional delivery mode changes will be made for fall semester, except room capacities for on-campus classes. There is some discussion regarding clinical sites and requiring vaccines, but no decision has been made at this time. The Pandemic Team will continue to manage the COVID email account and contact tracing. The goal is that spring semester should be back to pre-pandemic format.
- b. **Personnel Update** – Reminder: Employee Reimbursement Deadline – June 30, 2021.

- 5. **Growth Opportunities/AMP/Strategic Plan Ideas** – Teams met in breakout rooms to continue work on this project.

- 6. **Adjournment: 12:00 p.m.**

