

Cabinet MEETING

Tuesday, September 26, 2023

9:00 a.m. – 12:00 p.m.

EGF Room 290

MINUTES

Present: Sandy Kiddoo, Sheri Hutchinson, Michelle Benitt, Curtis Zoller, Stephanie LeDuc, Lars Dyrud, Clinton Castle, Chad Sperling, Jeff Pool, Stacey Hron, Kirsten Michalke, Katlyn Tamaalii, Monty Johnson, Kalen Wiseth, and Julie Fenning (recorder).

1. Updates:

- a. **Committee Updates** – Waiting for MSCF membership. Meetings will begin in October.
- b. **President-items to discuss**
 - i. **Budget outlook** – Discussion was held on current budget predictions.
 - ii. **MAPE and AFCME Tuition provisions** – This is optional and was not budgeted. Discussing at the system level to see how other colleges are planning for this.
 - iii. **Perkins Coordinator and High School Coordinator Position Discussion** – Discussed combining these positions into one after Katlyn had more discussion with other intuitions. Jeff and Katlyn will look at other institutions for position descriptions. More discussion is needed.
 - iv. **Achievement Awards** – Deans will look at the contract language and make a recommendation at the next PC meeting. Reach out to Michelle with any questions.
 - v. **Perkins-STEAM activities-still on the website – do we want to have standing activities for high schools to ask from a list is available.** Keep hidden for now, until we can verify the list is up to date. We will post on the website. It was determined that these activities have been developed and we should continue to offer.
 1. **South Central CTE Works** was holding a professional development event. Should we do it at Northland? We would need a steering committee of faculty, teachers, etc. April/May would be a good timeframe for this event. **ACTION:** Katlyn will connect with Tom and see his thoughts.
 - vi. **Student Support Funding ideas and input** - \$28,000 for student support funding, one-time dollars – need ideas. Ideas generated included garden spot, mental health first aid professional development, equipment checkout items, and bikes in TRF.

- vii. **Food carts** – Local vendor requested to be on the EGF campus one day a week. Discussion was held. Concerns about competing with our food service were discussed. Will need more discussion.
- viii. **October Perkins Town Hall – ACTION:** Julie will work with Katlyn and Tom on a date.
- ix. **October Manufacturing Luncheon-** Lars, Kirsten, Stephanie, Sandy, Joel will be attending on Wednesday, October 11, 2023. 12:00 pm.
- x. **Habitat for Humanity Oct 19th event** – Northland will have a booth.
- xi. **Calendar of Events-Process** – It was determined to add cool things that are scheduled on campus by external groups. We will also include off-site, cool events.
- xii. **State of the College** – President Kiddoo discussed her presentation ideas.
- xiii. **Girl Scouts BIG Event** – Discussion was held regarding any Academic Programs participating. None have come forward.
- xiv. **Work Ready Credentials** – Katlyn shared what she learned at the Rural Community College Alliance Conference about short term credentials for high school pathways
- c. **IR-** Developing a packet for programs now that census numbers are out.
- d. **Foundation** – Scholarship ceremony in TRF at noon. Spring application will be out in October.
- e. **Kirsten** – Working on Hispanic Celebration Month.
- f. **Academics**
 - i. **Web schedule discussion -**
<https://www.minnesota.edu/academics/class-schedules>
 - ii. **Townhall** – Faculty request for use of video conference room and Zoom link. Dr. Kiddoo will consider for winter months.
 - iii. **Student Club activities and funding** – Time did not allow for this item.
- g. **Student Services/Marketing** - Time did not allow for this item.
- h. **Facilities** - Time did not allow for this item.
- i. **Technology** - Time did not allow for this item.
- j. **Business Office** - Time did not allow for this item.
- k. **HR**
 - i. **Telework Request – Autumn Breuer** – Approved.

Town Hall topics

- l. September-Marketing and Recruiting
- m. October - Perkins
- n. November-NCAT and NSF Funding Impact for College

Press Release Ideas

- Paramedic
- Home Build
- Pathways for High School Students

- Crookston welding students