



Strategic & New Program Development Committee

Friday, January 25, 2013

1:00 pm

TRF 545; EGF 301

Members Present: Jason Pangiarella, Al Shervold, Mary Fontes, Brian Huschle, Jim Retka, Anne Temte, Dan Klug, Steve Crittenden, Shannon Jesme, Terry Wiseth

Members Absent: Justin Berry, Don Fischer, Sherry Lindquist

Recorder: Cindy Cedergren

Committee Purpose Statement: *Identify and develop partnerships and financial support to support existing programs and services and the development of new programs and services.*

Topic	Responsible Party	Discussion/Outcome
1) Review of 11/26/12 minutes	Klug	<ul style="list-style-type: none">Minutes were approved as distributed.
2) Follow-up on Previous Discussions	Klug	<ul style="list-style-type: none">Achieving the Dream – Jason Pangariella reported on what he discovered when researching this program. It is of no use for the college, and the college would pay for the service; it was not a grant as originally thought.Student Affairs Responses – Mary and Jason P. reported they had not prioritized the list of projects discussed at the last meeting. Discussion focused on the need for grant mining expertise/assistance. Where do we go or where do we start a search for student services grants? A couple of the proposals from student affairs may be appropriate for the existing contract with Fox Consulting.Committee members supported the concept of establishing institutional research and grant development as a college-wide funding priority. Grant mining could be done internally; grant writing would maybe need external staffing; existing college staff would serve as a liaison to a grant writer.There are currently memberships in which the college is a member - those organizations give us the networks that may give us opportunities to leverage grants; such as Rural Community College Association (RCCA); American Association of Community Colleges (AACC).What Works in Developmental Education: Due to the absence of Sherry Lindquist, this item was tabled until she can report on this topic.

3) New Program Development Discussion	Klug, Temte	<ul style="list-style-type: none"> • Cindy C. shared a list of 31 common factors that may (or should be) considered for developing new programs, compiled from six universities. • Documents that were developed by the previous New Program Development Committee and Shannon Nelson (Academic Coordinator at that time), were reviewed and discussed. • President Temte offered to work on the flowchart and develop a template using a prioritized list of factors to consider. She will share the first draft with the committee for critiquing. The flow chart needs to include an external link to industry; alignment with workforce centers. • This process will become the initial screening process for accepting and reviewing requests for new programs. • There should also be a formal internal process in place for the revival of previously offered programs. • MnSCU Policy and Procedure must be incorporated into college policy/procedure. MnSCU Policy – http://www.mnscu.edu/board/policy/336.html MnSCU Procedure: http://www.mnscu.edu/board/procedure/336p1.html • Jim Retka referred to taking a “product launch” approach; research & development needs to be done, design & testing, marketing and packaging, sales support, and the actual launch of the product. • Continuing Education within existing college programs could be created and/or expanded. • COI could become the proving ground for some types of new programs. • Discussion was held on the idea of researching how online universities determine which courses they should develop and offer. A recent biography on the founder of Phoenix was mentioned.
4) Pre-Engineering Degree Update	Retka, Huschle	<ul style="list-style-type: none"> • The committee agreed to have the idea/request for the development of a Pre-Engineering degree program go through the committee’s new process, since preliminary discussions are already being held with industry partners.
5) Next Steps/Assignments		<ul style="list-style-type: none"> • What Works for Developmental Ed – will be discussed at next meeting if Sherry Lindquist is present. • Anne Temte will work on flow chart, template for initial screening process, incorporating components of MnSCU policy and procedures in the college internal process; committee will review at next meeting.

		<ul style="list-style-type: none"> • Jim, Brian, or Anne will provide updates on discussions held regarding the Pre-Engineering degree. • Jim will attend an AACC event next week and will seek information from other colleagues on their processes to develop new programs.
Meeting Adjourned at 2:25 pm		
Next Meeting Date		Originally set for Feb. 22, but changed to Friday, February 15, 2013 ; 1 p.m., EGF 301; TRF 662

ccedergren/Committees/2012-13/Strategic & New Program Development 01-25-13 minutes