

COLLEGE COUNCIL

MEETING INFORMATION

TITLE	College Council		
DATE	January 10, 2025	TIME	9am – 11am
LOCATION	EGF 290, TRF 662	RECORDER	Julie Fenning
TRI-CHAIRS	Brent Braga, Shari Olson, Adam Paulson		
PARTICIPANTS	Present: Shari Olson, Kirsten Michalke, Maureen Monson, Brian Larson, Lars Dyrud, Ron Dvergsten, Shannon Nelson, Lynette Neppel, Amanda Johnson, Heather Koland, Katlyn Tamaalii, Kristianne Borowski, and Julie Fenning		

I = Info, **D** = Discussion, **A** = Action

MINUTES		
TYPE	AGENDA ITEM	ACTION TAKEN
I	Check-In	
D/A	Current Proposal Requests: <ul style="list-style-type: none"> Follow-up on Faculty Caring Campus <ul style="list-style-type: none"> Do faculty want to participate? Lead Faculty? 2nd reading of Maintenance of Faculty Handbook /Employee Handbook <ul style="list-style-type: none"> Bring Ideas to the Group Examples from Other Colleges 	<p>Julie explained the simplified version that faculty could implement to participate in the Caring Campus initiative. Similar to the staff module, they would intentionally implement the six behaviors that have been proven to increase student connectedness to the institution. They would co-host events on campus for students, like a Caring Campus table during events, bingo, and other activities. ACTION: Brent and Adam will bring it to the faculty to determine if they want to participate and identify a lead. Julie will add it to next month's agenda.</p> <p>The College Council is recommending that an Employee Handbook be created for Northland. The faculty handbook will be a section in the Employee Handbook. ACTION: Julie will call a team to meet with Chad to discuss options, as the group doesn't feel a PDF is the best route due to ADA requirements. Team: Julie, Chad, Heather, Katlyn. Ideas from the council included locating behind an employee login and adding a page for acronyms.</p>
I/D	Information Items: <ol style="list-style-type: none"> Update on Grow Enrollment by 10% 	<p>Total FYE 675 – Up 5% Total Headcount – 2327 – Up 7% The same day last year. Drop for non-payment is next week. These numbers may go down as students drop and add. We still will see enrollment increases from FBM and 8-week class enrollments throughout the semester.</p>



	2. Continuous Improvement Projects	These updates were provided during in-service this week. The only group that hasn't met yet is Chad Sperling's group. The new recruiter has been onboarded, and they have a meeting scheduled for next week. Shari shared that Chad's team has been busy, as everyone could see from his in-service update. Great things are happening in recruiting.
I	Committee Updates: 1. Advancing Equity 2. Well-Being Work Group	<p>Kirsten provided an update from yesterday's Advancing Equity meeting. They are working with a speaker to secure dates for students and employees on each campus. They will be scheduled in April. She asked members to encourage their staff and students to attend. They also reviewed the Diversity Plan in detail and worked to fine-tune and align it with the system office's Equity 2030 initiative. Members agreed that they have a team with a passion for equity and inclusion, and they will move the needle this year.</p> <p>Julie provided an update during the employee in-service this week. She asked the group to watch for emails and the activity schedule for this semester. Shari shared that Rob Jung (biology instructor) has agreed to lead a snowshoe adventure in EGF over the noon hour. Adam volunteered to host snowshoeing in TRF once we get snow. Watch for more details.</p>
I/D	Open Agenda:	<p>Proposal Notification—It was recommended that employees submitting a proposal discuss the idea with their supervisor and the department impacted by the proposal. The department members could also be invited to the council meeting to provide additional information and answer questions. ACTION: Shari will have the Proposal #1 form updated.</p> <p>Mental Health First Aid Training – Kristianne gave an update on the proposal for MHFA training for employees. They have scheduled three dates so far to meet the needs of the instructor certificate requirements. This first group will be for staff, as the instructors recommended that participants of similar groups attend together. The subsequent sessions will be for faculty. ACTION: Kristianne will resend the invitation to supervisors to encourage participation. Brent shared that there is a lot of faculty interest in this training. Kirsten shared that additional courses will be offered.</p> <p>Swenson House Books - Shari thanked Adam and Derek Lewis for sorting through the books given to Northland with the Swenson House twenty-three years ago. They sorted the books and determined which ones they could use in their classes. The library reviewed the books and took them to the library, and all employees had the opportunity to take books for their use. The leftover books will go to the Free Books shelves around both campuses. ACTION: Adam will prepare a few boxes to send to the EGF campus with Shari.</p>
I	Check Out	
NEXT MEETING		
DATE	February 14, 2025	TIME 9am – 11am
LOCATION	EGF 290, TRF 662	

Future Proposal Requests - College Email Procedure	
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