



NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Division Chair Meeting

April 14, 2014

Noon

Polycom: EGF-Room 301/TRF-Room 662

MINUTES

Attendees: Brian Huschle, Jodi Stauss-Stassen, Steve Crittenden, James Retka, Kari Koenig, Dorinda Sorvig, Andrew Dahlen, Andy Mueller, Erin Almlie, Brian Suckow, Justin Berry and Lori Johnson, Recorder

Absent: Curtis Zoller, Karl Ohrn

Topic	Responsible Party	Discussion/Outcome
Call to order		Noon
1. Prioritize Budget Requests Continuation		Review of the FY15 Budget Requests was continued. Equipment requests were reviewed and rated as follows: #1 – rating 1 #2 – N/A #3 – rating 1 #4 – rating 1 #5 – rating 2 #6 – rating 2 #7 – not rated – would this qualify for matching funds? #8 – rating 2 #9 – rating 1 #11 – rating 2 #12 – N/A – supply budget #13 – NA – supply budget

		<p>#16 – rating 1 #17 – rating 2 #18 – rating 2 #19 – not rated – facilities budget #20 – rating 1 #21 – rating 2 #22 – rating 1 #23 – rating 2 #24 – rating 2 #25 – rating 3 #26 – rating 3 #27 – rating 2 #28 – rating 3 #29 – rating 2 #30 – rating 3 #31 – delete #32 – N/A – facilities budget #33 – rating 1 #34 – rating 1 #38 – rating 2 #39 – delete #40 – delete #41 – N/A – student life budget #42 – rating 1 #43 – rating 2 #46 – rating 2 #47 – rating 1 #49 – rating 1 #50 – rating 3 #51 – rating 2 #52 - rating 3 #53 – rating 3 #54 – rating 1 #55 – rating 3 #56 – rating 1 #57 – rating 1 #58 – rating 2 #59 – rating 1</p>
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		<p>Additional requests were rated as follows: EGF Biology – Virtual Dissection table - \$70,000 – rating 3 EGF Architecture – 2 additional student stations to include computer equipment - \$12-15,000 – This request will be funded with alternative funding if extra seats are needed. TRF Auto Body – aluminum dent repair machine - \$4,500 – rating 2</p> <p>Brian will update Priority Worksheet accordingly and submit.</p>
2. Transfer Request Form		Jodi sent a “draft” copy of the revised Course Substitution/Transfer Equivalency Request form to Chairs for review. Changes were approved and final copy will be forwarded to Registrar’s office for future use. Old forms will be gathered and disposed of.
3. Next Meeting		The next meeting will be held on Monday, April 28 th at Noon via Polycom: EGF-Room 301/TRF-Room 662.
Agenda for Next Meeting		
Adjourned		12:55 pm.