



## **Division Chair Meeting**

April 13, 2015

Noon

Polycom: EGF-Room 301/TRF-Room 662/AC-Room 13

### **MINUTES**

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

Absent: Carey Castle, Curtis Zoller

| Topic                               | Responsible Party | Discussion/Outcome  |
|-------------------------------------|-------------------|---|
| Call to order                       |                   | Noon  |
| 1. In-service Planning Consultation |                   | <p>In Shared Governance meeting last week, faculty requested that the Division Chairs be brought into the In-service planning process. The Dean in charge will present proposed agenda items to this group for their input.</p> <ul style="list-style-type: none"><li>• Brian is planning Fall 2015 in-service<ul style="list-style-type: none"><li>○ President Elect Bona and HR presentations will take place first and the remainder of day one will be used for program group meetings</li><li>○ Anton Treuer is scheduled to present workshop on day two</li></ul></li><li>• Brian asked the chairs to let him know of anything else specifically scheduled by faculty during the two work days, i.e. special safety training, department meetings, faculty union meetings, etc. He would like to relay all information regarding any scheduled activities to all faculty.</li></ul> |

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| 2. FY15 Perkins Equipment Funding Update |  | <p>Andrew asked for an update on the Perkins equipment funds available. Two items were selected for funding:</p> <ol style="list-style-type: none"> <li>1. Healthcare Simulator</li> <li>2. CNC Plasma Cutter               <ol style="list-style-type: none"> <li>a. This is a portable until that will need exhaust venting</li> <li>b. Would be installed in a “common” space and travel between campuses</li> </ol> </li> </ol>  |
| 3. Prioritize FY16 Budget Requests       |  | <p>Budget requests were reviewed and prioritized. Brian and Jodi will update spreadsheet and resend to chairs. Some areas that need follow-up:</p> <ul style="list-style-type: none"> <li>• Lori will check with Carey Castle on items under his supervision for priority rating</li> <li>• Jim will contact aerospace faculty on items under Curtis Zoller’s supervision to try to determine priority rating. Curtis will be out for the next two weeks on military leave.</li> </ul> |
| 4. Faculty Concerns                      |  | N/A  |
| 5. Next Meeting                          |  | <p>The next meeting will be held on Monday, April 27<sup>th</sup> at Noon via Polycom: EGF-Room 301/TRF-Room 662/AC-Room 13.</p>   |
| Agenda for Next Meeting                  |  | Academic Program Search Tool – Chad Sperling   |
| Adjourned                                |  | 12:55 pm.  |