



# NORTHLAND

## COMMUNITY & TECHNICAL COLLEGE

### Division Chair Meeting

February 17, 2016

3:00 pm.

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

### MINUTES

Attendees: Jodi Stauss-Stassen, Mike Curfman, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Kent Wagner, Erin Almlie, Brian Suckow, Karl Ohrn and Lori Johnson, Recorder

Absent: Brian Huschle, Curtis Zoller, Carey Castle, Justin Berry

Guest: Shannon Jesme

Topic	Responsible Party	Discussion/Outcome
Call to order		3:00 pm
1. Review Leveraged Equipment Priority List		<p>Shannon Jesme joined the meeting and shared some information regarding the leveraged equipment process.</p> <p>The leveraged equipment request draw from the state for the fire truck was in the amount of \$97K.</p> <p>Donations received so far:</p> <ul style="list-style-type: none"><li>• Hydrant</li><li>• No-cost 4-year lease</li><li>• \$5K cash donation from Marvin Windows</li><li>• Approx. \$1,800 from Marco for unspecified program</li><li>• \$5K donation to be used for Allied Health program</li></ul>

		<p>Jodi is compiling a list of Priority #1 equipment and whether it fits better under leveraged equipment or should be purchased with Perkins funds.</p> <p>The Deans will meet with Carey and Shannon on Thurs, Feb. 25<sup>th</sup> to try to make some decisions regarding purchases.</p> <p>Perkins equipment purchases need to be received by the college no later than June 30<sup>th</sup>.</p>
2. Current Year Academic Schedule Status		Summer courses are mostly staffed with just a couple courses on each campus yet to fill.
3. Upcoming Academic Year Schedule Status		<p>Program areas still needed for Fall 2016:</p> <ul style="list-style-type: none"> <li>• All Aerospace classes</li> <li>• Precision Ag</li> <li>• DIET classes</li> </ul> <p>Program areas still needed for Spring 2017:</p> <ul style="list-style-type: none"> <li>• All Aerospace classes</li> <li>• ETAS classes</li> <li>• DIET classes</li> <li>• All Nursing and Nursing Assistant classes</li> </ul> <p>Fall 2016 schedules will post to the web on March 1<sup>st</sup>.</p>
4. Faculty Concerns		N/A
5. Campus-specific Items		N/A
6. Next Meeting		The next meeting will be held on Wednesday, March 2 <sup>nd</sup> at 3:00 pm via Polycom: EGF-Room 301/TRF-Room 662/AC-Room 13B.
Agenda for Next Meeting		
Adjourned		4:00pm