



Division Chair Meeting

October 10, 2016

Noon

Video Conf.: EGF-Room 301/TRF-Room 662/AC-Room 16

MINUTES

Attendees: Brian Huschle, Jodi Stauss-Stassen, Mike Curfman, Curtis Zoller, Carey Castle, Kari Koenig, Linda Samuelson, Kent Wagner, Erin Almlie, Brian Suckow, and Lori Johnson, Recorder

Absent: Dorinda Sorvig, Justin Berry, Karl Ohrn

Topic	Responsible Party	Discussion/Outcome
Call to order		noon
1. Welter World Citizen Award nomination format standardization	Karl	Tabled until next meeting.
2. Andrew Dahlen's request to amend Budget Request	Kent	Andrew Dahlen asked to be allowed to change his original FY17 Budget Request from a CNC Router (\$20,000) to upgraded PLC (Program Logic Controllers) equipment (\$18,000). Discussion was held regarding this request. Brian moved to approve the requested change; Mike seconded; a vote was held and motion carried pending finding out how many controllers and what brands were to be purchased. Kent will follow-up with Andrew and report back to this group.
3. Updated FY17 Budget Request Spreadsheet	Jodi	Jodi forwarded an updated budget request spreadsheet with the priority dollar amounts calculated at the bottom of each tab. <ul style="list-style-type: none">• Discussion was held on where we were in the budget process. It appears that we are ready to start requesting donations/matches.• Kent talked about Mark A Johnson's \$30K request for a new model vehicle for automotive students to work on. Kent has talked to State Farm bout possibly getting a

		donation of a later model vehicle with maybe side or rear end damage that could be used by both the auto body and automotive programs. Kent said there is a very good possibility of them getting this donation.
4. Summer Distance Publishing & Registering Dates Follow-up	Brian	Brian and Mike had attended a Distance Scheduling meeting where a request was made to change the registration date for Summer session from October 15th (the same date that Spring registration opens) to February 15 th . Brian met and discussed this proposal with Student Services and they did not agree to the change. The current registration date for Spring and Summer will remain October 15 th .
5. Current Year Academic Schedule Status		<p>Scheduling changes have been made but there are a few classes still to be staffed.</p> <ul style="list-style-type: none"> • There is a temporary marketing position open that will affect the remaining staffing decisions. • ITV courses still need staffing: Intro to Psych; Career Exploration; Job Seeking/Keeping • Erin asked that the 2-year rotation schedule be reviewed for possible changes needed in the HIST/PLSC areas. <ul style="list-style-type: none"> ○ Mike will invite the faculty involved to attend the next Deans/Liberal Arts meeting to discuss the offerings.
6. Upcoming Academic Year Schedule Status		The FY18 schedules are being worked on by Lib Arts Chairs. Final drafts will be forwarded to Tech Faculty for review by November 1st.
7. Faculty Concerns		N/A
8. Campus Specific Items		N/A
9. Next Meeting		The next meeting will be held on Monday, October 24 th at noon via Polycom: EGF-Room 301/TRF-Room 662/AC-Room 16.
Agenda for Next Meeting		1. Welter World Citizen Award nomination format standardization - Karl
Adjourned		12:50 pm.