



NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Division Chair Meeting

November 21, 2016

Noon

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

MINUTES

Attendees: Brian Huschle, Jodi Stauss-Stassen, Mike Curfman, Curtis Zoller, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Erin Almlie, Brian Suckow, Justin Berry, Karl Ohrn and Lori Johnson, Recorder

Absent: Carey Castle, Kent Wagner

Topic	Responsible Party	Discussion/Outcome
Call to order		12:10 pm
1. Leveraged Equipment Update	Brian H	Brian reported that the academic deans had met with Shannon Jesme and the approved equipment purchases can now be made with the exception of a couple updates needed in the following programs: <ul style="list-style-type: none">• EMT (Dan Sponsler)• AUBO/AUMO (Kent Wagner) Faculty should work with their dean when making equipment purchases.
2. Current Year Academic Schedule Status (FY17)		<ul style="list-style-type: none">• Brian H has been requested to add a section of ECON to the spring 2017 distance schedule. There are still 30-40 seats available on campus. Undecided yet on whether to add another distance section. Waitlist will be monitored to make determination.• Lori reported that Kent Wagner indicated some tech schedule adjustments may be needed due to the addition of the High School Technical Career Exploration course being offered spring 2017.• Waiting for one PAET course: AGRI 1150 "Soil Maint & Fertility"• Staff still needed for evening ITV Intro to Psychology and an EGF campus Pathways to Success course.

3. Upcoming Academic Year Schedule Status (FY18)		<p>Received RN Nursing Received EGF Lib Arts Mike and Linda are working on TRF Lib Arts Waiting for all Tech Program schedules (except AUBO, ETAS,WELD on TRF campus) Waiting for PN Nursing Waiting for all Allied Health Waiting for all Aerospace, Precision Ag and TRF Agriculture courses</p> <p>Brian H and Mike met last Friday to review schedules and see if there are ways to become more efficient. Budget tool showed more than \$300,000 drop:</p> <ul style="list-style-type: none"> • FY14 - \$700,000 plus • FY16 – less than \$400,000 <p>Curtis will check with EGF AGRI instructors to see if AGRI 2206 “Rural Leadership” needs to be offered every fall.</p>
4. Faculty Concerns		<p>Erin talked to the BIOL faculty regarding offering evening BIOL courses:</p> <ul style="list-style-type: none"> • BIOL 2252 “Anatomy & Phys I” in the fall • BIOL 2254 “Anatomy & Phys II” in the spring <p>This would not be an additional section. It would just be moving one of the sections from afternoon to evening.</p> <ul style="list-style-type: none"> • Justin will check with Allied Health programs to see if this would work for any of them. • The PSEO students can’t fit any science courses in their high school schedules. This would give them an opportunity to take a science course.
5. Campus Specific Items		N/A
6. Next Meeting		The next meeting will be held on Monday, December 5 th at noon via Polycom: EGF-Room 301/TRF-Room 662/AC-Room 16. This is our last meeting for fall.
Agenda for Next Meeting		1. Set Spring Meeting Schedule.
Adjourned		12:30 pm