



## **Division Chair Meeting**

March 26, 2018

Noon

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

### **MINUTES**

Attendees: Brian Huschle, Jodi Stauss-Stassen, Curtis Zoller, Dorinda Sorvig, Kari Koenig, Kent Wagner, Erin Almlie, Brian Suckow, Justin Berry and Lori Johnson, Recorder

Absent: Mike Curfman, Carey Castle, Linda Samuelson, Karl Ohrn

Topic	Responsible Party	Discussion/Outcome
Call to order		noon
1. FY19 Budget Requests	Jodi	Jodi sent out the FY19 Budget Request spreadsheet and supporting documentation for review so requests could be prioritized at the meeting. The budget requests were reviewed by the group and prioritized. Jodi will update spreadsheet and re-send to chairs.
2. MCTC "Adaptive Learning Products presentation	Jodi	<p>Jodi shared some information regarding a digital presentation on Adaptive Learning Products. The presentation will be scheduled to start during the April 23<sup>rd</sup> Division Chair meeting and will continue until 2:00pm. Hopefully, most will be able to attend the presentation.</p> <p>Jodi will find out what vendors faculty are currently using. Some faculty were noted that are utilizing digital learning resources: Brent Braga, Shannon Nelson and Don Campbell.</p>
3. Russell H. Beier Award	Brian H	Brian sent out an email requesting nominations for the Russell H. Beier Award. Nominations should be submitted to Karl Ohrn no later than noon, Friday, April 20 <sup>th</sup> . Brian indicated that a list of the nominees would be forwarded to the Chairs to review prior to the April 23 <sup>rd</sup> meeting, so that they could be voted on.

4. Current Year Academic Schedule Status		Current Year Academic Schedule Status. <ul style="list-style-type: none"> <li>• Summer 2018 rotation process mostly complete-working on staffing unclaimed classes</li> </ul>
5. Upcoming Academic Year Schedule Status		Upcoming Academic Year Schedule Status: <ul style="list-style-type: none"> <li>• Fall 2018 Registration opens April 1<sup>st</sup>.</li> <li>• Spring 2019 schedule areas missing: <ul style="list-style-type: none"> <li>○ TRF-AGRG, AVET, AVIA, GINT, IMAG, UAST</li> <li>○ EGF-FIRE</li> </ul> </li> <li>• Summer 2019 schedule mostly entered</li> </ul>
6. Faculty Concerns		None.
7. Campus Specific Items		None.
8. Next Meeting  Agenda for Next Meeting		The next meeting will be held on Tuesday, April 9 <sup>th</sup> at noon via Polycom: EGF-Room 301/TRF-Room 662/AC-Room 16.
Adjourned		12:55 pm.