

# NORTHLAND

## COMMUNITY & TECHNICAL COLLEGE

### Division Chair Meeting

October 21, 2019

2:00 pm

Video Conf.: EGF-Room 301/TRF-Room 461F/AC-Room 16

### MINUTES

Attendees: Brian Huschle, Mike Curfman, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Erin Almlie, Brian Suckow, ADawn Nelson and Lori Johnson, Recorder

Absent: Jodi Stauss-Stassen, Curtis Zoller, Justin Berry, Bob Wold

Topic	Responsible Party	Discussion/Outcome
Call to order		2:10 pm
1. OER Update	Brian H	Brian talked about the OER Adoption proposals for Z-Degree pathways. <ul style="list-style-type: none"><li>• Workgroups are being identified</li><li>• Call for Proposals was sent out (due date for proposals-November 7<sup>th</sup>)</li><li>• Project contacts:<ul style="list-style-type: none"><li>○ Brian Huschle (admin lead)</li><li>○ Brent Braga (EGF faculty lead)</li><li>○ Stephen Nelson (TRF faculty lead)</li><li>○ Two more faculty leads TBD</li></ul></li></ul>
2. AMP Update	Brian H	Brian gave an update on the AMP: <ul style="list-style-type: none"><li>• Revise the AMP this year</li><li>• Work with AASC on the process (outline plan)</li><li>• Next spring schedule two meetings to identify plan<ul style="list-style-type: none"><li>○ Propose a 2-3 year rolling plan</li><li>○ Determine the number of initiatives to undertake each year</li><li>○ Include institution initiatives as well as system projects</li></ul></li></ul>
3. Leveraged Equipment Update	Brian/Mike	Brian and Mike gave an update on the Leveraged Equipment status: <ul style="list-style-type: none"><li>• Northland was not awarded any FY19 surplus funds.</li><li>• Notices were sent out to faculty to purchase approved equipment.</li><li>• Jodi will send out an updated Leveraged Equipment Prioritization Worksheet showing approved requests for FY20.</li></ul>

4. Current Year Academic Schedule Status		Current Year Academic Schedule Status. <ul style="list-style-type: none"> <li>Registration for Spring and Summer 2020 is now open.</li> </ul>
5. Upcoming Academic Year Schedule Status		Upcoming Academic Year Schedule Status: <ul style="list-style-type: none"> <li>Dates to remember: <ul style="list-style-type: none"> <li>October 15 – First draft of Fall 2020 Liberal Arts/Business/Health schedules was due</li> <li>November 1 – Final draft of Fall 2020 Liberal Arts/Business/Health schedules due</li> <li>November 15 – Final draft of Fall 2020 Technical/Occupational schedules due</li> <li>December 2 – First draft of Spring 2020 &amp; Summer 2021 Liberal Arts/Business/Health schedules due</li> <li>January 15 -Final draft of Spring 2021 &amp; Summer 2021 Liberal Arts/Business/Health schedules due</li> <li>January 29 – Final draft of Spring 2021 &amp; Summer 2021 Technical/Occupational schedules due</li> </ul> </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 Monday, November 4 <sup>th</sup> at 2:00 pm via Video Conf.: EGF-Room 301/TRF-Room 461F/AC-Room 16.
Adjourned		2:30 pm