

# NORTHLAND

## COMMUNITY & TECHNICAL COLLEGE

### Division Chair Meeting

April 9, 2020

3:00 pm

Zoom Meeting

### MINUTES

Attendees: Jodi Stauss-Stassen, Mike Curfman, Dorinda Sorvig, Kari Koenig, Erin Almlie, Brian Suckow, Justin Berry and Lori Johnson, Recorder

Absent: Brian Huschle, Curtis Zoller, Linda Samuelson, ADawn Nelson, Bob Wold

Topic	Responsible Party	Discussion/Outcome
Call to order		3:00 pm
1. FY21 Budget Requests	Jodi	Jodi sent out the FY21 Budget Request spreadsheet and asked the chairs to review with their program faculty and prioritize so that we can go through it at our next meeting.
2. Shelter at Home extended until May 4 <sup>th</sup>	Jodi	Jodi reported that the Governor has extended the Shelter at Home Order until May 4 <sup>th</sup> . Students who were scheduled to come back on campus next Monday, April 13 <sup>th</sup> will have to wait until May 4 <sup>th</sup> .
3. Current Year Academic Schedule Status		Current Year Academic Schedule Status. <ul style="list-style-type: none"><li>• Courses added to Summer 2020 distance schedule:<ul style="list-style-type: none"><li>○ BIOL 2131 "Nutrition"</li><li>○ HUMN 1101 "Intro to Humanities"</li><li>○ MKTG 2120 "Supervisory Leadership"</li><li>○ MUSC 1102 "Rock History"</li><li>○ SPAN 1101 "Beginning Spanish I"</li></ul></li></ul>
4. Upcoming Academic Year Schedule Status		Upcoming Academic Year Schedule Status: <ul style="list-style-type: none"><li>• Registration for Fall 2020 is open.<ul style="list-style-type: none"><li>○ Advisors are telecommuting.<ul style="list-style-type: none"><li>▪ Mary had meeting with advisors to see how things were going</li></ul></li></ul></li><li>• There are a few program areas still pending changes:<ul style="list-style-type: none"><li>○ TRF –</li></ul></li></ul>

		<ul style="list-style-type: none"> <li>▪ Aviation – Curriculum has been updated and schedules are entered.</li> <li>▪ Geospatial/Imagery Analysis – Lori has received schedules and is currently entering them.</li> <li>○ EGF - Mechatronics - Program changes have been approved. Karleen is working on updating the curriculum before the schedules can be entered. Lori has not received the proposed schedules yet.</li> <li>• There is currently no Accuplacer testing so campuses will be doing things differently for placing their students needing developmental courses.</li> </ul>
5. Faculty Concerns		<p>Justin asked about Proctor U – Will students be able to get reimbursed for newly required proctored testing. Many programs have switched to an alternative type of testing, but a few programs are still proctoring.</p> <p>Justin asked about OCHS for fall. Mike said that he and Jodi were in a meeting earlier today and nothing was said yet concerning the fall term.</p> <p>Jodi asked if this group wanted to continue with weekly meeting or if we should go back to every other week. It was decided to meet again in two weeks unless something urgent came up. We will hold the meeting time open on the calendars in case it is needed.</p>
6. Campus Specific Items		N/A
7. Next Meeting		The next meeting will be held on Thursday, April 23 <sup>rd</sup> at 3:00 pm via Zoom.
Agenda for Next Meeting		1. Prioritize FY21 Budget Requests.
Adjourned		3:25 pm