

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Division Chair Meeting

April 23, 2020

3:00 pm

Zoom Meeting

MINUTES

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

Absent: Bob Wold

Topic	Responsible Party	Discussion/Outcome
Call to order		3:00 pm
1. Prioritize FY21 Budget Requests	Jodi	The group went through the FY21 budget requests and prioritized the equipment and personnel requests. The cost center increases and new ideas will be reviewed at the next meeting.
2. Fall Semester-Discussion	Brian H	Classes will adjust to deliver in a hybrid format with modified in-person time to accommodate social distancing requirements if circumstances require. If there is a stay at home order, all instruction will move to an alternative delivery format for the time required. This item will be carried over to next week's meeting.
3. Current Year Academic Schedule Status		Current Year Academic Schedule Status. <ul style="list-style-type: none">• All summer classes have been staffed
4. Upcoming Academic Year Schedule Status		Upcoming Academic Year Schedule Status: <ul style="list-style-type: none">• Schedules needed for fall:<ul style="list-style-type: none">◦ EGF – Mechatronics
5. Faculty Concerns		None
6. Campus Specific Items	EGF	Brian H asked for a vote on the Russell Bier Award – one nominee – the group approved nominee.

	TRF	Mike announced that there were seven nominees for TRF Student of the year.
7. Next Meeting		The next meeting will be held on Thursday, April 30 th at 3:00 pm via Zoom.
Agenda for Next Meeting		<ol style="list-style-type: none"> 1. Finish prioritizing FY21 budget requests – Jodi 2. Fall Semester – Discussion – Brian H
Adjourned		4:05 pm