

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Division Chair Meeting

October 12, 2020

2:00 pm

Zoom Meeting

MINUTES

Attendees: Brian Huschle, Jodi Stauss-Stassen, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Erin Almlie, Brian Suckow, Justin Berry

Absent: Curtis Zoller, ADawn Nelson, Bob Wold, Lori Johnson

Topic	Responsible Party	Discussion/Outcome
Call to order		2:03 pm
1. Updating Program Webpages With Labor Market Information	Jodi/Brian	<p>Program pages have gone through updates in 2 areas. Brian showed the fire page – new gray box with Career Outlook. Now has a link directly to career wise web page. Shows career needed, wages, jobs and employment outlook.</p> <p>This means we won't have to update this info every year. This box has been added to all career program pages.</p> <p>Some programs career outlook page doesn't tell the entire story (work hours – annual salary based on 32, or 40 hours, etc.).</p> <p>Nursing, architectural, fire, PTA, etc. need to add more info to their web page. Check the typical wages tab and see if more info should be added to our web page. If there's a variation, need to explain.</p> <p>Send more detailed info to Jodi so it's updated on web page.</p>
2. Zoom Class Expectations	Linda	<p>Discussion: After incident in Zoom meeting of disruptive student behavior, what are faculty doing for expectations. Cameras required to be on? If sharing screen, it takes faculty a bit longer to shut down inappropriate behavior. Some faculty may not require cameras to be on now. Hard to see all students if sharing screen. Use gallery display to see students. Just so all know there could be an issue with this.</p> <p>May be program specific policies. Should reference the college student code of conduct.</p> <p>Some students may not want others to see their living conditions, kids, etc. Can ask</p>

		<p>questions to make sure they're present if not showing themselves on camera. May have Zoom fatigue – sometimes nice to not have to concentrate on how they look on camera and concentrate on listening.</p> <p>One consideration could be to look at where student's device is located, where they set up, etc. Faculty are able to turn student's camera off.</p> <p>Maybe better to start the semester with high expectations/more specific rules, and possible loosen requirements up, rather than to try tightening it up later.</p> <p>Could be spring in-service topic.</p>
3. Perkins Update	Curtis	Covered last time.
4. Current Year Academic Schedule Status		<p>Current Year Academic Schedule Status.</p> <ul style="list-style-type: none"> Fall – Staffing complete except for: <ul style="list-style-type: none"> TRF – AVIA Make-Up class (late start) – Curtis has instructor Spring – 2021 <ul style="list-style-type: none"> Some Staffing still needed (art adjunct in EGF, FYEC in EGF, OCHS Trig class). Spring and Summer schedules posted to web on October 1st with registration opening October 15th.
5. Upcoming Academic Year Schedule Status		<p>Upcoming Academic Year Schedule Status:</p> <ul style="list-style-type: none"> First draft of Liberal Arts/Business/Health due Novemberish
6. Faculty Concerns		This isn't a concern, but Erin received a link to NTC dashboard for COVID (https://www.ntcmn.edu/academics/courses/admm/2200/). Easier to read than MinnState site!
7. Campus Specific Items		EGF campus rooms for spring – Kari, Justin, Erin and Dorinda will meet after this meeting.
8. Next Meeting		The next meeting will be held on Monday, October 26 th at 2:00 pm via Zoom.
Agenda for Next Meeting		
Adjourned		2:55 pm