

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Division Chair Meeting

April 1, 2021

3:00 pm

Zoom Meeting

MINUTES

Attendees: Brian Huschle, Jodi Stauss-Stassen, Shamani Shikwambi, Curtis Zoller, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Jeff Bell, 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 FY22 Budget Requests	Jodi	<p>The group went through the Budget Request spreadsheet and prioritized equipment requests. Jodi updated spreadsheet and will forward information to Julie to format. It will then be sent back to this group for review. In addition to the equipment budget, there are additional dollars this year, due to COVID funding.</p> <p>Discussion was held on possibly adding features in spreadsheet to allow chairs to complete the prioritization columns, etc. when they are discussing the requests with program faculty.</p>
2. Course Delivery Definition for Web Page	Brian H Jodi	<p>Brian shared a Class Delivery Notations sheet for the group to review.</p> <p>Linda would like to bring faculty together to talk about “Hyflex” delivery.</p> <p>Hyflex delivery consists of three components and students choose which option or combination of options work best for them:</p> <ul style="list-style-type: none">• Live “face-to-face” instruction• Students can attend via live Zoom meeting• Students can complete coursework online on their own <p>Linda had some ideas for models of delivery:</p>

		<ul style="list-style-type: none"> Hyflex-Class sessions that allow students to choose whether to attend classes face-to-face or online, synchronously, or asynchronously. Blend Synch (or other name): Blended Synchronous learning developed as an approach combining classroom students and online students with synchronous communication systems; most commonly web conferencing tools. <p>Linda is drafting an email to invite faculty who are using Hyflex delivery to meet and discuss the future use of “Hyflex”</p> <p>Shamani will share a Podcast regarding Hyflex to this group for review.</p> <p>Brian asked Shamani to work with Linda to arrange a meeting with some of the faculty using Hyflex delivery (Liberal Arts faculty, RESP program faculty, Nursing faculty).</p>
3. Perkins Update	Curtis	<p>Curtis is working on developing a Perkins plan for next year. Curtis will invite CTE faculty and Division Chairs to a meeting regarding Perkins funding for next year.</p> <p>Individualized studies idea by ADawn. This might be a good Perkins project. Curtis will follow-up with ADawn on this.</p>
4. Current Year Academic Schedule Status		<p>Current Year Academic Schedule Status.</p> <ul style="list-style-type: none"> Summer 2021 staffing complete.
5. Upcoming Academic Year Schedule Status		<p>Upcoming Academic Year Schedule Status:</p> <ul style="list-style-type: none"> Fall 2021 registration opened today. Spring & Summer 2022 schedules entered <ul style="list-style-type: none"> Some Summer 2022 BIOL & ENGL classes moved back to on-campus. Full-year assignments needed for unlimited faculty
6. Faculty Concerns		Book ordering issue – Brian H will check on this
7. Campus Specific Items		None
8. Next Meeting		The next meeting will be held on Thursday, April 15 th at 3:00 pm via Zoom.
Agenda for Next Meeting		
Adjourned		4:20 pm