

# NORTHLAND

## COMMUNITY & TECHNICAL COLLEGE

### Division Chair Meeting

April 1, 2022

10:00 am

Zoom Meeting

### MINUTES

Attendees: Jodi Stauss-Stassen, Shamani Shikwambi, Curtis Zoller, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Jeff Bell, Brian Suckow, ADawn Nelson, Tracy Boman, Deb Beland, Brian Huschle.

Absent: Bob Wold, Lori Johnson

Topic	Responsible Party	Discussion/Outcome
Call to order		10:00 am
1. Russell Beier Award	Brian H	Review Russell Beier Award nominees and vote on recipient. Brian H will forward the nominee selected.
2. Academic Budget Requests	Jodi	Review FY23 Academic budget requests and update spreadsheet. Determined priorities for budget items. Jodi will clean the doc up and send back to group.
3. Technology and Facilities Requests FY23 Survey	Linda	Linda provided a copy of the survey for review by the group. Linda proposed some changes: removed questions on pandemic and test proctoring. Will add 'facilities' back in to question II. Also added 'distance' as an option for location. Focuses on technology needs and training. Linda shared previous version and her proposed version. If anyone has suggestions for changes or comments about this, contact Linda or Shamani or Curtis asap as the survey will be sent out next week.
4. Change in Division Chair Structure	Jeff	This was discussed at SGC as well. Division chair may be changed to stipend for those on the blue contract. -Brian: program chairs would work on schedules with new position person. Another college (M-State) uses MOU to provide same stipend to LA faculty to serve as a chair. Would be a different set of duties. If there would be a light set of duties for LA side with a MOU, would this be comparable to tech/career side? Thoughts? Would be good to have this for a point person with scheduling for LA. -Faculty concerns: loss of voice of faculty – no time and place for faculty to talk to about concerns with administration; if scheduler won't be at decision making level, what is the rationale for new position?

		<p>-Rationale: a lot of the pieces of div chairs do not relate to Perkins funds. What is included: Direct development of relationships with industry, mentor/mentee relationships, building pipeline for CT programs. Need to develop new recruitment strategies to increase enrollment. This plan would address these needs.</p> <p>This position would be more of a 'one-stop shop' for the above needs. Need to figure out a way to include LA and scheduling then into this so it can be included in Perkins's funding.</p> <p>-Perkins has funded counseling and tutor positions but can't continue this as sustained funding (\$140,000). The Perkins funds would be used to support this new scheduler position. Perkins has not funded the division chair costs. Due to position changes it's time to look at these changes.</p> <p>-Div chairs on stipend/MOU model, may not be weekly or even bi-weekly meetings. May be monthly or several times/semester meetings. So will still be division chairs, with same structure, stipend on CT side, and will not do scheduling. May also be 2 LA stipend positions as well, without scheduling duty. Should be campus based then. May be directing traffic for first few months- to develop new communication channel.</p> <p>-May be difficult for current LA chairs to re-define the Div Chair role. May have multiple sub-groups: STEM, Eng/Phil, etc.</p> <p>-Also need to address how to change culture that faculty don't feel comfortable talking to their supervisor. Admin is asking how to promote faculty having direct communication with their supervisor. May be more difficult since we are a union. Good start with having open time with deans and Brian at April 8 in-service.</p> <p>-Do have PD program with mentor/mentee (faculty to faculty) structure that could be used more.</p>
5. Perkins Update	Curtis	N/A
6. Current Year Academic Schedule Status		<p>Current Year Academic Schedule Status:</p> <ul style="list-style-type: none"> <li>• Summer 2022 <ul style="list-style-type: none"> <li>○ Staffing is complete except for AVET courses at Aerospace campus.</li> </ul> </li> </ul>
7. Upcoming Academic Year Schedule Status		<p>Upcoming Academic Year Schedule Status:</p> <ul style="list-style-type: none"> <li>• Fall 2022 schedule posted on March 1<sup>st</sup> – Registration opens April 1<sup>st</sup>.</li> <li>• Fall 2022 staffing mostly complete.</li> <li>• Spring 2023 schedule entry complete.</li> <li>• Summer 2023 schedule entry complete.</li> </ul>
8. Faculty Concerns		N/A
9. Campus Specific Items		N/A
10. Next Meeting		The next meeting will be held on Friday, April 15 <sup>th</sup> at 10:00 am via Zoom.
Agenda for Next Meeting		
Adjourned		11:10 am