

## Division Chair Meeting

April 15, 2022

10:00 am

Zoom Meeting

### MINUTES

Attendees: Jodi Stauss-Stassen, Curtis Zoller, Dorinda Sorvig, Kari Koenig, Linda Samuelson, Jeff Bell, Brian Suckow, ADawn Nelson, Tracy Boman, Deb Beland, Curtis Zoller, and Lori Johnson, Recorder

Absent: Shamani Shikwambi, Bob Wold

Topic	Responsible Party	Discussion/Outcome
Call to order		10:00 am
1. Spring 2023 Schedule Discussion	Linda	<p>Human Relations and A&amp;P offerings:</p> <ul style="list-style-type: none"> <li>Linda talked about the Human Relations offerings for Spring 2023. She would like the TRF section to be offered as a Hyflex class and aligned with the EGF section on Mondays at 3:30. She asked the Tech/Trades chairs to check with their faculty to see if this will work with their schedules. It is not required for Nursing programs.</li> <li>Jeff talked about the A&amp;P transition to 4 credit courses beginning Fall 2022. Some students will still need the A&amp;P II 3 credit course and Advanced Phys to finish out their program requirements.</li> <li>There is an online section of A&amp;P II but there is a need for an on-campus section as well for both EGF and TRF. <ul style="list-style-type: none"> <li>Possibly change one of the 4 credit A&amp;P II sections to 3 credits on EGF campus.</li> <li>There might not be enough students on TRF campus to run a section. <ul style="list-style-type: none"> <li>Jeff could work with TRF students needing face-to-face 3 credit A&amp;P II course.</li> <li>Dorinda will check to see how many nursing students will need it.</li> </ul> </li> <li>Registrar/Advisors need to work with students to be sure they are taking the courses they need</li> </ul> </li> <li>Summer A&amp;P offerings discussed</li> </ul>

		<ul style="list-style-type: none"> <li>○ The 4 credit A&amp;P courses are starting in the fall <ul style="list-style-type: none"> <li>▪ Why are we offering 3 credit A&amp;P I this summer? Students would then need to take 3 credit A&amp;P II and Advanced Phys</li> </ul> </li> <li>○ Change on-campus A&amp;P I to 4 credits this summer <ul style="list-style-type: none"> <li>▪ The same book is used so that is not an issue.</li> <li>▪ Jeff will send email out to Lori and Ben with changes.</li> </ul> </li> <li>• Kari said that RN students may need another year of Advanced Phys for students transferring in.</li> </ul>
2. Change to Division Chair Structure	Jeff	<p>Jeff asked what decisions have been made regarding the proposed changes to the Division Chair structure. He was concerned with the timing for the chapter presidents to turn in names by May 15<sup>th</sup>. Brian H said that they will solicit names for Division Chairs for all areas. There will still be time if they wait until after the SGC meets on April 28<sup>th</sup>. Brian H shared a spreadsheet with some different proposals compared to the current chairs. This would be a coordinator role that exists in the contract with a MOU based on the language from the former UTCE bargaining contract.</p> <p>Discussion on the proposals was held and some items noted:</p> <ul style="list-style-type: none"> <li>• Liberal Arts would like to keep campus-based representation <ul style="list-style-type: none"> <li>○ Faculty want a contact person on their campus.</li> <li>○ The Liberal Arts program has different needs than CTE programs.</li> </ul> </li> <li>• Tech/Trades will check with their faculty to see what they would prefer.</li> <li>• Allied Health/Nursing have cross-campus representation</li> <li>• Grouping like programs would help in marketing for the trade areas.</li> <li>• It was suggested that all areas try to be cohesive.</li> </ul> <p>Discussion was held on a way to try to bring all of Northland together and to encourage more participation in the roles of committee members and meeting attendance.</p>
3. FY23 Budget Requests	Jodi	Jodi sent out the updated spreadsheet with the prioritized budget requests. She asked the group to review and let Jodi know if any corrections needed.
4. Perkins Update	Curtis	N/A
5. 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>○ Curtis is working on staffing for AVET courses.</li> </ul> </li> </ul>
6. Upcoming Academic Year Schedule Status		<p>Upcoming Academic Year Schedule Status:</p> <ul style="list-style-type: none"> <li>• Fall 2022 – staffing mostly complete.</li> <li>• Spring 2023 – working on staffing.</li> <li>• Summer 2023 – schedule entry complete.</li> </ul>

7. Faculty Concerns		N/A
8. Campus Specific Items		N/A
9. Next Meeting  Agenda for Next Meeting		The next meeting will be held on Friday, April 29 <sup>th</sup> at 10:00 am via Zoom.
Adjourned		11:10 am