

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Division Chair Meeting

September 16, 2022

10:00 am

Zoom Meeting

MINUTES

Attendees: Jeffrey Bell, Tim Gabor, ADawn Nelson, Brian Suckow, Debra Beland, Bobbie Taylor, Kari Koenig, Dorinda Sorvig, Stephanie LeDuc, Mike Curfman, and Julie Roisland, Recorder

Absent: Curtis Zoller, Jodi Stauss

Topic	Responsible Party	Discussion/Outcome
Call to order	Mike C.	10:02 AM
1. Division Chair Responsibilities	Mike C.	Responsibilities read through. Verbiage on item 2 to be updated from “consult with” to “serve as a liaison between” administration and faculty members. Sustainability process not being used to full extent – changes to be made. Individual division meeting minutes to be shared with appropriate dean after their meetings.
2. Meeting Frequency	Mike C.	Early, mid, and toward the end of each term. Fridays are preferred.
3. NCTC – STEAM Field Experiences/Perkins Update	ADawn	Discussed ideas on how to keep sustainable. Requests made to marketing for a web page.
4. Faculty Concerns		Spring 2023 schedule draft timeline discussed – change requests to go to deans. Addressed teleworking constraints with advising. Mike C to contact accounting regarding club budgets. Concerns over section coding – there will be upcoming changes. Will share when able. FYEC to be reviewed.
Adjourned		11:23 AM