



Northland Community & Technical College

Division Chair Meeting

January 15, 2004

3:00 pm

Room #301

Attendees: Deb R., Dennis W., Cassie H., Beth M., Mike N., Steve A., Milt K., Diane R.

| Topic | Responsible Party | Discussion/Outcome |
|--|-------------------|--|
| 1. Call to Order | Steve | 3:00 pm |
| 2. Approval of Minutes | Steve | Approved 12/05/03 meeting minutes |
| 3. Academic Program Improvement Plan | Steve | A matrix was handed out with discussion. It is on the agenda because Kent H. wants to know where we are on this item. We should be collecting data and addressing the issue. Need to get something in place so we can start getting data. Just need to get started-important. How do we get the message to all programs: Plans are posted on the website. It is simpler to have everyone on the same plan. Steve will let program directors know which specific part to use. |
| 4. GTEC104 Status & Need | Steve | GTEC was a developmental course, now it is a Gen. Ed. Most felt that it should be a developmental course. How would a person get assigned to a course? One suggestion was that if a student fails math, reading and writing, they would be designated as a candidate for the course. There are many academic appeals - roughly, 400 probations and suspensions combined. (105 of the 400 were suspensions). Some kind of mechanism is needed to help these students – GTEC could do that. We want to keep students-not suspend them. Some felt that GTEC should be a part of everyone's classes as a first-year seminar, not a special class. It was suggested that GTEC classes would start <i>after</i> initial drop period. There was discussion on writing a grant to hire personnel to work with students to get them through school. |
| 5. Building open times into next year's schedule | Steve | Steve said he will go to Student Senate and talk to them. Students are afraid that designating an open time will lengthen the school day. Comments: <ul style="list-style-type: none"> It would be a waste of building time-doesn't work. Every division would have to declare a time. Some do not want meetings over the lunch hour Friday noon seemed the most agreeable, since it is a light day on campus. |
| 6. Chair Compensation | Steve | Some Division Chairs would rather have "release time" instead of stipend. |
| 7. Desire2Learn | Steve | At the ITV meeting on January 13 th , each campus designated two faculty to help with the D2L training. Beth M. and Mary H. on our campus and Karlene D. as the campus site administrator, will be the lead people at EGF. Training sessions were roughly mapped out: entry and advanced levels. |
| 8. Adjourned | | 4:00 pm |

