Northland Community & Technical College
Division Chair Committee Meeting
April 27, 2005
3:00 pm
Room #106

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

Topic	Discussion/Outcome
1. Call to Order	3:05
2. Approval of Minutes	Approved with changes
3. Bobcat Purchase Plasma Monitors	$11,000 was set aside last fall for the purchase of a bobcat. Loren would also use this for snow removal. Dennis will talk to Bob about splitting the cost – approximately $5,000. New plasma monitors are coming. The old television monitors can be sold. The University of Minnesota is very happy with their monitors. The new monitors will enable the students to see the instructor as well as the students in the other class which will create a higher quality of learning environment.
4. Library Furniture Laptop Discussion	Students have not been using the computers at the row of tables that face the windows because students feel like they do not have any privacy. • More carrels are needed which could be positioned between the windows, although glare might be a problem with the windows behind the computers. • The accuplacer testing area could also be used for computer lab. Milt thought that approximately $2,000 from the library budget would be needed for these changes. • Programs are dropping the laptop requirements and the campus is also going wireless. At what point is it cost prohibitive to require the students to have laptops? • There has not been a push to require laptops. • Faculty want students to use the internet, but not in class. • Some faculty on campus, administer tests on computers in the classroom, which would require a laptop. • Students use a laptop in Gen Ed, but students have their computers at home. They are not used during class because students go online. • Instructors want to drive instruction, not the software. • The science courses are using interactive laptops.

		- Canned packages are available in any field, which faculty could then develop. - Make better use of the computer labs. - Leasing of laptops to students needs to be rethought. What would serve the needs of our student's best? - All agreed that the college needs to have more general discussions on laptops. - Find more creative ways to use laptops. - Determine what kind of computer skills our students need. - Determine what would serve the needs of our student's best. - Industry standards need to be reviewed. - We need to get computer skills to all students, but realize that skills will vary widely between programs. - The overall impression is that the expense of a laptop is high, but leasing would work. All agreed that since it is the end of the year, there is not much time left to spend on discussion. Start discussions again in the fall. A suggestion was made that the question of where we want to go with laptops could be discussed at the fall campus in-service.
5. Distance Ed		Concerns will be given to Kent to present to the Regional Academic Leadership (RAL) meeting: - Northland College courses are listed last on the distance schedule, so classes do not fill up and then they ultimately get canceled. - A consortium seniority list is needed to set up a rotation to teach courses. - Need to address inappropriately credentialed instructors that are teaching online. - A good base of students is needed to go on our own in distance education.
6. Sue Field		Sue F. has requested more private office spaces for the ADRN program. This office would only be needed 2 days a week. They would like to set up a desk top computer, not a laptop. A private office is needed for confidentiality reasons and for storage of documents. One office could be shared with another ADRN instructor.
7. NCA		Steve reported that the NCA visit went well. Nice things were said by the evaluators. - Kent proposed that the structure continue with Shared Governance. - Need to clarify division chairs on the TRF campus. - Need to be equally represented on both campuses at larger meetings. TRF is much more vocal in discussions between the campuses.
8. Adjourned		4:45