

NICAL Northland Community & Technical College Division Chair Committee

June 8, 2005 12:00 Noon Room #306B

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

Topic	Discussion/Outcome
Call To Order	12:05 pm
Approval of Minutes	Approved with changes.
3. Offices	Office assignments discussion:
	Having a bigger and nicer office is an issue.
	 Location of offices is an important factor.
	Keep Liberal Art instructors together if possible.
	Trades cannot be moved to the north end of the building.
	 Liberal Arts instructors have more students coming in and out – need privacy for advising.
	 Instructors in the same discipline could share an office.
	 Some instructors generate more books and files and probably need their own office.
	 Need to identify those who do not need to be displaced.
	We need to have a plan/rationale as to who moves into the new offices, as we all need to be on the same page. We do not want to make the assumption that these are better offices, but that the "type" of office is most important. Such as, proximity, number of advisees, the amount of space needed for books and files, and location of office in relation to teaching area.
	With this backdrop, the division chairs will meet again separately to assign offices.
4. Robotic Camera System - Nursing	Tabled

5. PALS Learning System for Foreign Language	Tabled
6. Budget Reductions	Steve supplied the division chairs with a report showing the "Budget Assumptions for FY 2006". This report showed the overall proposed budget. It is now getting close to the real thing. It has been confirmed that the state appropriation base is an additional \$200,000 and there will be a 6% tuition increase.
	Overall, as a college we have grown. EGF enrollment is up, but TRF enrollment is down. Discussions are needed on reassignments. Campuses need to work together at a different level than we are right now. We have to look at all programs. A 5% budget cut might be too tight for some programs that cost more to run. We need to look at redistribution of budgets amongst programs within the campus divisions.
	It was suggested to take a good look at the technology budget. The TRF campus is recycling equipment that is newer and in better condition than what the EGF campus has.
Tuition Rates	Northland College was tied last year for second place as the highest tuition rate a student must pay to attend a college.
	After hearing this, a discussion followed. A suggestion was made to go to "Off Peak Tuition", where the student would pay a reduced rate if they take a class after 4:00 pm. This incentive would relieve classroom pressure. Right now we have a building that is half empty in the evening and if we utilize the building more efficiently, we may increase enrollment.
7. Extended Library Hours – Fall Semester	Tabled
8. Adjourned	1:10 pm