



## 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
1. Call To Order	12:05 pm
2. Approval of Minutes	Approved with changes.
3. Offices	<p>Office assignments discussion:</p> <ul style="list-style-type: none"> <li>• Having a bigger and nicer office is an issue.</li> <li>• Location of offices is an important factor.</li> <li>• Keep Liberal Art instructors together if possible.</li> <li>• Trades cannot be moved to the north end of the building.</li> <li>• Liberal Arts instructors have more students coming in and out – need privacy for advising.</li> <li>• Instructors in the same discipline could share an office.</li> <li>• Some instructors generate more books and files and probably need their own office.</li> <li>• Need to identify those who do not need to be displaced.</li> </ul> <p>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.</p> <p>With this backdrop, the division chairs will meet again separately to assign offices.</p>
4. Robotic Camera System - Nursing	Tabled

