



Northland Community & Technical College Division Chair Meeting Agenda January 16, 2008 3:00 pm room 106

Attendees: Barb Forrest, Brian Huschle, Deb Riely, Dennis Wierima, Beth McMahon, Mike Normandin, reporter Renee Kringlen

Topic		Discussion/Outcome
1. Approval of Minutes		
2. Deadline for Workload Sheets	Brian H	Send electronically to Renee Kringlen by January 25, 2008.
3. Hiring full-time and/or permanent faculty lines for FY09.	Brian H	Need to look at the adjuncts that have been doing full-time temp workloads. Tentative sabbaticals for Fy09 are Deb King & Deb Riely full year, Farah Rahnaman, David Christian one semester.
4. Update on FY09 schedules	Renee	Summer Fy09 & Fall Fy09 are completed. I am missing the Plumbing & PN for the Fall FY09. Plumbing has been added. Only missing PN for fall. Started Spring on 1/16/08 hope to complete by January 25.
5. Budgets	Mike	Bob Gooden would like to see the 226 office area and the classrooms 217, 218, 219 & 222 into 3 classrooms and 12 offices.
6. Grade Change Form to remove Deans signature	Mike	Mike was wondering if anyone knew why the Dean needs to sign off on the grade change form. No one really knew why so he is going to get it taken off.
7. FY09 Budget		Brian Huschle asked do they need to put in a request for personnel? Mike is going to find out.

8. Program Data Analysis		Renee will e-mail the sheet that is more descriptive to all that received the e-mail on the Data sheets.
9. Meetings for Spring		Jan. 30, Feb. 12 & 27, March 12 (spring break week) & 26, April 9 & 23, May 7 at 3:00 in room 106.