



Northland Community & Technical College **Division Chair Agenda** **February 13, 2008** **3:00 pm room 106**

Attendees: Brian Huschle, Dennis Wierima, Beth McMahon, Mike Normandin, Deb Riely, reporter Renee Kringlen, absent Barb Forrest, guest Bob Gooden, Julie Fenning

Topic		Discussion/Outcome
1. Approval of Minutes		
2. Credit Loads		The Fy09 projections need to be in before March 7 th . Need to meet with Renee before this. Renee will complete Spring by Friday, Feb. 15 and get all the faculty schedules out to the Division Chairs.
3. Budget/Construction Funds		Concern is will the money be used for something else if we hold the budget dollars for the reconstruction project. Taking pledges from faculty. Establish a list and Mike could put it in the holding account. Beth would like all divisions to pledge. Talk to Bob and see budget account.
4. Status of Student Advising	Future follow-up	Mary Fontes will invite to the next meeting.
5. Policy review/discussion: No show policy	Future follow-up	Students get caught in the middle. This really does not work with the Distance students. No show is creating more problems then any others. When in doubt drop them for land classes. Certain people that do not hand in there no show list and grades. It is very important to get them in on time.
6. Construction renovation	Bob Gooden Gene	Bob Gooden came meeting to discuss the changes on the construction. Phase I is not going to effect any classrooms except for room 317. Both ITV rooms 236 & 436 will be available in the Fall. Phase II will effect one ITV room and four classrooms rooms so will not be using rooms 311, 315, 317, 301, 437, 436. The ITV room 236 will be available in the Spring FY09.

7. Farm Op wired or not wired House	Deb Riely	Hope to have a room available in the building for Farm Op for the Fall and Spring.
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