



## Northland Community & Technical College

### Division Chair Meeting

**Monday, October 13, 2008**  
**12:00 pm, room 106**

Attendees: Hank Roerhrich, Deb Riely, Brian Huschle, Elizabeth McMahon, Barb Forrest, absent: Dennis Wierima; reporter - Renee Kringlen

Topic	Discussion/Outcome
1.	Approval of minutes
2. Tabled from last meeting	<ul style="list-style-type: none"> <li>• Campus wide Program Advisory committee – Hank will send e-mail to Norma on what they do. EGF would like to do it sometime after April 15 have a campus wide program advisory committee.</li> <li>• Awards for Excellence update - Committee meet and has been sent to Anne Temte. 2<sup>nd</sup> one is December 10.</li> <li>• Spring In-service update – Hank has been working on this and has a name of a speaker. Items from faculty – someone from the systems office on retirement what should we look at and what we need to do to retirement. Deanne Murphy has a new employee that would be good to speak on the – Empowering students through helping them discover their strengths.</li> <li>• CTL has some speakers, would like some ideas from faculty on speakers. Learning accommodations, Q&amp;A. Why do people need certain ones? Something that is targeted towards why people need certain ones. Hank is working on this.</li> </ul>
3. Student Course surveys (Renee)	Will be opened up on October 27 thru November 14. Renee will send email to faculty and students each week to remind them.
4. UND Online/Distance classes	Discussion was about how UND will benefit with this and how will we benefit. Hank will check to see how it will benefit our students.
5. Office assignments	Request from one program. RN program is looking for more office space.
6. Next meeting	October 27 at noon.

7. Agenda items for next meeting	How do we get support for Distance Ed guidelines for teaching online courses. Not I.T. support.
----------------------------------	---