



**Northland Community & Technical College
Division Chair Meeting
12:00 pm-February 10, 2009, room 106**

Attendees: Hank Roehrich, Deb Riely (absent), Brian Huschle, Elizabeth McMahon, Barb Forrest, Renee Kringlen, Dennis Wierima.

Topic		Discussion/Outcome
1.		Approval of minutes
2.	Class cancellation on web	The question was brought up to have faculty have access to cancel their own classes. Hank is going to check to see if this was possible. Done!
3.	Course cancellation for low enrollment	Hank is going to visit with each Division Chair to go over the courses that are up for cancelling or not going to run due to low enrollment last fiscal year 09. They will then give Hank feedback.
4.	Budget	Hank handed out the budget for 2009 and it was reviewed. Human Relations will need a budget for FY10. Music budget needs to be reviewed for FY10.
5.	FY10 schedules	Renee is working on them and summer and fall will be posted on March 1 st . When done posting Renee will e-mail them to the Division Chairs for them to review. (sent to division chairs on 2/18/09)
6.		