



Northland Community & Technical College
Division Chair Meeting
Tuesday, September 15, 2009
Room 116

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

Topic		Discussion/Outcome
1. Approval of minutes from last meeting		Posted 9-1-09 minutes to virtual office.
2. Spring Schedule: Changes		The math changes that have been done for the spring there is no 8 week classes offered. There might be a issue with this change.
3. FY 2011 schedule timetable, etc.		Brian is going to send out an e-mail to the TRF to see where they are on the schedule for Liberal Arts. Looking at October 21.
4. Workload sheets for FY2010		Workload sheets are to be sent electronically to Renee by September 29.
5. Office Furniture		What is the plan for furniture as there are some faculty that have been missed on the rotation. Hank is going to talk to Bob Gooden on the process of furniture. Plan to invite Bob to our next meeting.
6. Budget		Hank handed out the budget for Fy2010 - Division Chairs are going to make sure the correct money is transferred into their cost centers.
7. Fy10 schedule spring		Posted on Friday, September 11, 2009

update and post date of schedule		
8. FY2011 schedule		Tabled
9. Repro room being moved in Spring to Room 230 and opening up 150 for classroom		I think we need to make sure that Bob Gooden is on this and it will get completed by the start of Spring semester.
10. Meeting times and room thru December		September 29 room 301 October 13 & 29 room 115 November 10 & 24 room 115 December 8 room 115