



## Northland Community & Technical College Division Chair Meeting Tuesday, Sept. 29 12:00 room 301

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

Topic		Discussion/Outcome
1.		
2. Room use for FY11 scheduling		We need to divide up the rooms, in light of wired needs, board needs, etc. Renee and Karleen will update list and get to Brian ASAP. Verify whiteboards, projectors, printers, projectors.
3. History/Poli Sci room	Brian	Brian mentioned that the history instructor would like some pull down maps and Brian has requested to put them in 356, 362 or 366 and if so History would have to be in that room at all times.
4. January in-service	Hank	Tabled – Hank wants their thoughts
5. Budget update	Hank	Hank has asked to look it over and make sure you keep a close eye on this as things might change later in the year. Watch your supply budget.
6. FY2011 schedule		Brian is waiting for the update of the NCTC room manager and once he gets them from Renee he will start his Lib. Arts schedule.
7. Course Surveys	Renee	Plan to do this October 12-23. Karleen is working on getting them into D2L.
8. Office furniture	Hank/ Bob	Tabled
9. Repro room being moved in Spring to Room 230 and		Renee spoke with Bob on Friday, September 25 and the plan is to move room 150 (repro room) to room 230 for the spring semester. Renee ZZZZ'd out the room from 1-1-10 thru 5/14/10 so no one can book it for meetings or classes.

opening up 150 for classroom																																																									
10. Perkins money that is approved by Division Chairs		***Perkins money in the amount of 869.00 move to Fire, not approved was ADN request																																																							
		<table><tr><td></td><td>Item</td><td>Number</td><td>Cost</td><td>Total</td></tr><tr><td>Surg Tech</td><td>Mayo Stand</td><td>1</td><td>650</td><td>\$650.00</td></tr><tr><td>Surg Tech</td><td>Ring stands</td><td>2</td><td>300</td><td>\$600.00</td></tr><tr><td>Biology</td><td>Skeletal Muscle Model</td><td>1</td><td>3000</td><td>\$3,000.00</td></tr><tr><td>Biology</td><td>Muscled Arm</td><td>1</td><td>459</td><td>\$459.00</td></tr><tr><td>Fire</td><td>Cost to refurbish fire truck</td><td>1</td><td>2500</td><td>\$3,369.00</td></tr><tr><td>Welding</td><td>Equipment</td><td>3</td><td>2000</td><td>\$6,000.00</td></tr><tr><td>Auto</td><td>Pico Laptop Scope</td><td>1</td><td>2275</td><td>\$2,275.00</td></tr><tr><td>Construction/ Plumbing</td><td>Pipe &amp; Conduit Threading</td><td>1</td><td>3804.92</td><td>\$3,804.92</td></tr><tr><td>Welding</td><td>Videos</td><td>2</td><td>603</td><td>\$1,206.00</td></tr><tr><td></td><td>Total</td><td></td><td></td><td>\$21,363.92</td></tr></table>		Item	Number	Cost	Total	Surg Tech	Mayo Stand	1	650	\$650.00	Surg Tech	Ring stands	2	300	\$600.00	Biology	Skeletal Muscle Model	1	3000	\$3,000.00	Biology	Muscled Arm	1	459	\$459.00	Fire	Cost to refurbish fire truck	1	2500	\$3,369.00	Welding	Equipment	3	2000	\$6,000.00	Auto	Pico Laptop Scope	1	2275	\$2,275.00	Construction/ Plumbing	Pipe & Conduit Threading	1	3804.92	\$3,804.92	Welding	Videos	2	603	\$1,206.00		Total			\$21,363.92
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