



Northland Community & Technical College

Division Chair Meeting

November 10, 2009

Noon- room 116

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

Topic	Discussion/Outcome
1. Future office needs	<p>List which faculty need upgrades to office furniture Who needs up grade and send to Renee.</p> <p>The division chairs voted that Denny W. gets the extra furniture that is available at this time.</p>
2. Spring Schedules	<p>Need to look over and if enrollment is low to cancel or if we need to open any sections.</p>
3. Spring In-service	<p>Hank sent out a note for ideas and he handed them out at the meeting. Just jot somebody down that might be a good person to discuss. Bonnie & Kit were mentioned. Sherry Lindquist for time management. Round table would be a good way to have it.</p> <p>They went over a few things and Hank is going to change a few things. Barb mentioned that Karen Znajda and Sherry Lindquist to touch a few things on D2L.</p>
4. FY11-Distance schedules	<p>Renee handed out the distance schedules and they are going to review and let me know if anything is missing or changes need to be made.</p>
5. Land schedules	<p>FY2011 the Division Chairs are to have schedules to Renee by December 8.</p>
6. Process for groupwise when it was down	<p>Need a process and rethink it over on how to handle this situation. This started on the weekend is someone monitoring this problem? What can we anticipate of how this is going to be addressed. List of main concerns and send to Stacy Hron.</p> <p>Research is needed for faculty to go out on the internet.</p> <p>What can you anticipate since this one was handled not so professionally?</p>