



## Northland Community & Technical College TRF Division Chair Meeting

February 2, 2010  
3:00 pm.  
Room 635

### MINUTES

Attendees: Norma Konschak, Andy Mueller, Tishara Melcher, Tim Reuter, Dorinda Sorvig, Dean Dalen and Lori Johnson, Recorder  
Guests: Becky Lindseth, Kent Hanson, Clinton Castle

Topic	Responsible Party	Discussion/Outcome
Call to order		3:05 pm.
1. Capital Bonding	Becky Lindseth	<p>Becky and Clinton shared information regarding the 2012 Capital Bonding Project.</p> <p>Becky sent out this memo following the meeting:</p> <p>It is time to begin thinking about submitting a proposal for the 2012 capital bonding bill. Norma Konschak, Kent Hanson, Clinton Castle, and I met with division chairs yesterday to begin preliminary discussions regarding possibilities for project proposals. The purpose of this correspondence is two-fold:</p> <ol style="list-style-type: none"><li>1. Communicate parameters of 2012 capital bonding projects</li><li>2. Solicit ideas from employees regarding possibilities for capital bonding projects</li></ol> <p><u>2012 Capital Bonding Projects</u></p> <p>The Office of the Chancellor has communicated that bonding proposals that include requests for new space will receive minimal consideration; rather project proposals that focus on remodeling of current square footage will receive greater consideration. With that said, the preliminary discussions have focused on areas for possible remodeling, redesign, or repurposing of space.</p>

#### Ideas for Capital Improvement

The following list of possibilities has already been established as part of the conversation with division chairs:

1. Science Labs, as part of science initiatives
2. Theater
3. Larger computer lab(s)

Over the course of the next month or two, conversations will continue in order to generate additional ideas for improvement. Division chairs will solicit ideas from faculty and supervisors/administrators will solicit ideas from other employee groups. We ask that you think about possibilities for capital bonding projects and share your ideas with the Division Chair or your supervisor.

#### Timeline for 2012 Proposals:

- Projects will need to be identified by June, 2010
- Pre-design completed over summer
- Proposals submitted in October, 2010
- Proposals will be graded in January/February, 2011

#### Clinton shared some information on previous/current projects:

- 2010 "Right Sizing" request was not given a high enough priority to be considered for funding.
- NCTC is part of a seven-campus Project for classroom renovations and demolition that will likely be approved for funding. The project has been given a "Priority 3" rating. NCTC's share in this project is approximately \$730,000. For more information, click on the following link: <http://www.mnscu.edu/media/publications/pdf/Bonding2010.pdf>

#### Some projects under consideration:

- Auto Body area redesigned
- Relocate Architecture to 701, 703 & 705 space – mothball 706 & 707
- Cosmetology and Massage Therapy area will be redesigned with Massage Therapy moving into part of Cosmetology area
- 654 would be assigned to COI

Becky asked Division Chairs to talk with their departments to get ideas and bring to next meeting.

Clinton shared a few campus maps showing some project possibilities. One map will be in the faculty lounge by room 703 for review.

2. Perkins Equipment Requests – Spring 2010		Requests for Perkins eligible programs have been collected. Total requests to date are \$134,401.05. As soon as Dean Dahlen is notified of the amount allocated to NCTC, a joint Division Chairs meeting will be called to prioritize the requests.
3. Next Meeting  Agenda for Next Meeting		The next meeting will be held on Tuesday, March 2 <sup>nd</sup> at 3:00 pm in room 545.  Review FY11 Budget Requests.
Adjourned		4:00 pm.