



Northland Community & Technical College TRF Division Chair Meeting

December 12, 2006

3:00 pm.

Room 545

MINUTES

Attendees: Jeff Thomas, Diane Drake, Deb Jacobson, Norma Konschak, Norm Halsa, Sue Field, Dorinda Sorvig, Ron Dvergsten.

Topic	Discussion/Outcome
Call to order	3:10 pm.
1. Approval of Minutes	November 28 th minutes reviewed and approved.
2. Review Perkins Requests	Jeff presented Perkins funding requests from Cosmetology, Auto Body and A&P I&II for review by the committee and for their recommendation for approval. The Cosmetology and Auto Body requests were recommended for approval. Jeff will check further on the A&P I&II to see if eligible for Perkins funding.
3. Active Learning/ Mentoring on TRF Campus	Jeff talked about mentoring/active learning on the TRF campus. They are looking at making some changes for next year. He asked for suggestions by the committee for the next meeting.
4. Final Exam Schedules for FY08	Reviewed the proposed final exam schedules for Spring 2007 and for FY08. The committee agreed to recommend proposed schedules.

5. FY08 Schedules	The FY08 schedules have been submitted. There were a few questions. Deb brought up the HLTH/HPER prefix. The HLTH prefix is used primarily by EGF and the HPER prefix is under liberal arts transfer curriculum. The possibility of using dual prefix was discussed and will have to be looked into.
6. Equipment Budget Requests for FY08	Jeff reminded committee members that the equipment budget requests were due December 22 nd . Some problems are being encountered when submitting form. He suggested printing hard copy as backup. There is a training session scheduled for December 13 th at 3:00 pm.
7. Next Meeting Agenda for next meeting	January 22 nd at 3:00 pm in Room 461F.
8. Adjourned	3:45 pm