

Division Chair Committee Meeting

March 1st, 2006

3:00 pm

TRF Campus, Room 461F

Present: Jeff Thomas, Linda Samuelson, Kristina Keller, Kevin Stuckey, Norm Hals, Ron Dvergsten, Sue Field.

1. **Music:** Discussed this weekend's performances.
2. **Equipment Money:** TRF has 25K left.
Sue wants new simulator – will send in new request-review at next meeting
Submit requests – if over 2K must get two quotes.
Division chairs will email divisions for requests to review at next meeting.
3. **Mailing Labels:** Jeff will check with Eugene Klinke on prospect mailing labels. Jeff will check specific program recruiting days
4. **Massage Therapy:** Possibly a full time position – 1 year, 32 credits.
5. **Sabbaticals:** All applications were approved – three on TRF campus (Linda Samuelson, Betty Carlson, Ralph Cox).
6. **New Programs:** Pharmacy Tech
Early Childhood
Lineman Program possible
Ad. Supt. will run evenings
AA in Roseau site (ITV)
7. **Summer Schedule:** Should be posted on internet March 1st. Fall schedule internet registration 4/1/06. Fall schedule on-campus registration 4/5/06.

Other Discussions:

Budget lines/allocation.

Applications up from last year.

Advisory committee meetings – March 27th.

Next Meeting:

Look at budget sheets/request

Requests for this year's equipment money

Will announce President on March 22nd.

President will be on TRF campus March 23rd

Next meeting on March 22nd at 3:00 pm.