



## Northland Community & Technical College TRF Division Chair Meeting

October 2, 2007  
11:00 am.  
Room 545

### MINUTES

Attendees: Jeff Thomas, Diane Drake, Norma Konschak, Kristel Kizer, Sue Field, Dorinda Sorvig, Ron Dvergsten, Dean Dalen and Lori Johnson, Recorder

| Topic   | Responsible Party | Discussion/Outcome  |
|---|-------------------|---|
| Call to order   |                   | 11:00 am.   |
| 1. Share Comments on Divisions  | Chairs            | Comments on divisions were shared. It was decided to swap the MATH and HPER areas. Diane requested that Jane Anderson be added to the Humanities division.  |
| 2. Interim Process on Degree Credit Limits  | Jeff Thomas       | Jeff shared a memorandum from Linda Baer on setting credit limits required for degrees. The Higher Education Funding Bill indicates that by January 1, 2009, the board must adopt a policy setting the maximum number of semester credits required for a baccalaureate degree at 120 and at 60 for an associate degree. The board may provide for a process for granting waivers for specific degree programs in which industry or professional accreditation standards require a greater number of semester credits. |
| 3. Miscellaneous: <ul style="list-style-type: none"> <li>ITV rooms next year</li> </ul> | Jeff Thomas       | Jeff indicated that with the remodel on the EGF campus they will be limited to one ITV room for the year. All ITV classes will need to be reviewed for alternative delivery options.  |

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| <ul style="list-style-type: none"> <li>• Admin. Support Software Specialist (AAS)</li> <li>• Criminal Justice</li> <li>• ITV rooms-TRF campus</li> </ul> |               | <p>The software support program will be suspended on the TRF campus only.</p> <p>It is planned to move the criminal justice program to the main campus next year.</p> <p>Rooms 625 &amp; 627 will be converted to ITV rooms for next year. The former ITV rooms (325 &amp; 329) will be used for the criminal justice program.</p>   |
| 4. Perkins Money   | Dean Dalen    | Dean reported that there will be approximately \$38K Perkins equipment money available for the college. Perkins funding is currently at \$515K for this year. That is down from \$575K last year.  |
| 5. Scheduling Timeline   | Kristel Kizer | <p>Kristel inquired as to the time frame for finalizing the scheduling for next year. Jeff indicated that the majority of the fall schedule will be rolled from FY08 to FY09. The changes necessary for the fall of 08 should be ready by the November 6<sup>th</sup> meeting.</p> <p>Registration for spring 08 classes will open on October 15<sup>th</sup>. Lori will send out an updated schedule for chairs to review for any final corrections/changes needed.</p> |
| 6. Transfer Curriculum   | Diane Drake   | Diane will be attending a Liberal Arts Transfer Curriculum Review meeting and will forward information to the chairs.  |
| 7. Next Meeting<br><br>Agenda for Next Meeting   |               | <p>The next meeting will be held on October 16<sup>th</sup> at 11:00 am in room 545.</p> <p>Diane will report on Transfer Curriculum Review meeting.</p>   |
| Adjourned  |               | 11:50 am.  |