



## Northland Community & Technical College TRF Division Chair Meeting

November 20, 2007

11:00 am.

Room 545

### MINUTES

Attendees: Jeff Thomas, Diane Drake, Norma Konschak, Tim Reuter, Sue Field, Dorinda Sorvig, Dean Dalen and Lori Johnson, Recorder

Topic	Responsible Party	Discussion/Outcome
Call to order		11:10 am
1. Review Perkins Requests	Dean Dalen	<p>Dean presented three requests for funding (approximately \$19,000 available for campus):</p> <ul style="list-style-type: none"><li>• Auto Body (Kent Wagner) for 2 Parts Paint Stands - \$600</li><li>• Auto Body (Kent Wagner) for 4 Buffing Polishers - \$839.96</li><li>• Math Department (Ralph Cox) for 30 graphing calculators - \$2,500</li></ul> <p>There were also three verbal requests for funds but no specific dollar amounts.</p> <p>Diane moved to table the matter until the next meeting to allow time for written requests to be submitted. Sue seconded motion and all agreed to review requests again at the next meeting.</p>
2. Winnipeg Nursing Ad	Sue Field	<p>Sue reported that she has had 14 new students register for the RN nursing program as the result of the ad campaign that was run in Winnipeg.</p>

3. Auto Body Ad Campaign	Jeff Thomas	Jeff reported that a target audience in the twin cities area has been identified and ads will be run in specific area newspapers.
4. Finals Schedule	Diane Drake	Diane requested that the Finals schedule be forwarded to the Division Chairs to distribute to faculty. Lori will send the link to the specific site on the Northland web page.
5. Next Meeting  Agenda for Next Meeting		The next meeting will be held on December 4 <sup>th</sup> at 11:00 am in room 545.  Review Perkins Requests.
Adjourned		11:25 am.