



Northland Community & Technical College TRF Division Chair Meeting

April 14, 2009
3:00 pm.
Room 545

MINUTES

Attendees: Norma Konschak, Diane Drake, Linda Samuelson, Tishara Melcher, Tim Reuter, Sue Field, Dean Dalen and Lori Johnson, Recorder

Topic	Responsible Party	Discussion/Outcome
Call to order		3:05 pm.
1. Budget Update	Norma	Norma gave a brief update on status of FY10 Budget. <ul style="list-style-type: none">• 1.6 million overall reduction• 72 percent of our budget is personnel – there will be some impact• Academics is squeezing schedule• Limited summer schedule
2. Summer Class Cancellation Dates	Norma	Norma also talked about summer course cancellation dates due to low enrollment. <ul style="list-style-type: none">• Cancellation date:<ul style="list-style-type: none">○ Online and May 18th start date classes – May 11th○ June start classes – May 25th○ July start classes – June 24th

		<ul style="list-style-type: none"> Enrollment level: <ul style="list-style-type: none"> Program required class – no minimum – Deans will evaluate need Developmental class – minimum of 10 Online class – minimum of 15 Electives/Liberal Arts – minimum of 15
3. Spring 2010 Schedule		<p>The Spring schedule was discussed and some items noted that needed work:</p> <ul style="list-style-type: none"> Massage Therapy needs an 8:00 am business class Massage Therapy may be changing program requirements – may eliminate the need for Nutrition/Health/Wellness class A&P II – possibly changing from 3 to 4 credits BIOL & CHEM have some time conflicts Labs need to fit the schedule blocks Spring should follow Fall for A&P lab time slots Environmental Science – morning Fall and afternoon Spring? AM Philosophy class – should we have PM class? Statistics needs to be offered in the Spring on campus
4. Alternative Scheduling		<p>Alternative scheduling was discussed. Kent Hanson is holding a meeting on April 28th at 9:00 am. to discuss alternative scheduling. Faculty currently working with Kent are Linda Samuelson, Terry Wiseth and Andrew Dahlen. Committee members were asked to get their suggestions to Norma before then so that they can be brought to the meeting.</p> <p>Some other comments:</p> <ul style="list-style-type: none"> Diane Drake would like to see an AA evening degree offered. Online offerings seem to have taken the place of evening classes Mini-mester (8-week) classes Some of the Math courses have tried the 8-week format
5. Class Schedule for 2010-2011	Linda	<p>Linda suggested that work on the schedule for 2010-2011 start earlier so that it can be finalized sooner to give students a chance to make their choices and have a chance to register earlier. The goal is to have a base schedule for fall and spring subject to additions as needed.</p>

6. Next Meeting		The next meeting will be held on Tuesday, April 28 th at 3:00 pm in room 545.
Agenda for Next Meeting		
Adjourned		4:15 pm.