



Northland Community & Technical College TRF Division Chair Meeting

April 28, 2009

3:00 pm.

Room 545

MINUTES

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

| Topic | Responsible Party | Discussion/Outcome |
|-----------------------------|-------------------|--|
| Call to order | | 3:00 pm. |
| 1. 2010 Spring Schedule | | <p>Copy of 2010 spring schedule was handed out for review.</p> <ul style="list-style-type: none">• Need to add MFPT 2525 "Lean Manufacturing" to spring schedule• Survey of Chemistry is not on the schedule• Advanced Physiology is not on the schedule• Schedule should be reviewed and corrections/changes and forwarded to Norma/Lori <p>Norma will forward updated workload sheets to Division Chairs for FY10.</p> |
| 2. Division Chairs for FY10 | | <p>Meeting was held on April 24th regarding Division Chairs for FY10.</p> <ul style="list-style-type: none">• Liberal Arts Division Chair will be 6 credits per semester (This could be split as long as job description is followed)• Division Chair compensation for Tech. programs will remain the same for FY10.• Linda is waiting for copy of Division Chair job description from Kent. She will then send out a request for names so that she can submit to President Temte by May 15th. |

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|---------------------------|--|---|
| 3. Alternative Scheduling | | <p>Alternative scheduling was discussed</p> <ul style="list-style-type: none"> • Geared toward “non-traditional” students • Mini-mester vs. 12-week “hybrid” courses • Need to check on financial aid eligibility for late start dates • Offer non-sequential classes • Limit to 3 credit classes • Class containing a lab component would not work well • Will try to get course offerings arranged for a possible fall start. Some possibilities: <ul style="list-style-type: none"> ○ U.S. History ○ Jazz History ○ College Algebra ○ Nutrition ○ Cultural Anthropology ○ Sociology ○ Literature class ○ Intro to Humanities ○ Intro to Public Speaking ○ Ethics ○ Philosophy ○ American Government <p>Course descriptions as listed in the legend on the class schedule web page:</p> <ul style="list-style-type: none"> • ITV: The course is delivered via interactive television between two or more campuses. • Web-Enhanced: The course meets on campus with no reduced seat time while utilizing web technology to support usual on campus course activities such as: distribution of papers, announcements, access to course content, and dynamic resources. • Hybrid: The course is a blend of face-to-face instruction with online learning that promotes active independent learning. Classroom seat time is reduced. <p>Norma will send out email to faculty reminding them to list appropriately in class notes.</p> |
| 4. Next Meeting | | The next meeting will be held on Tuesday, May 12 th at 3:00 pm in room 545. |
| Agenda for Next Meeting | | |
| Adjourned | | 3:50 pm |

