

Northland Community & Technical College

VISION: Northland will be the premier choice for providing exceptional education that transforms lives and strengthens the communities we serve.

STUDENT FOCUS | PERSONALIZED SERVICE | EQUITY AND INCLUSION | CREATIVITY
CONTINUOUS IMPROVEMENT | ECONOMIC AND WORKFORCE DEVELOPMENT |
STEWARDSHIP

Sept 3, 2024 | 9:00 am - 12:00 pm | EGF 290

Administrator's Biweekly Meeting

MINUTES

Present: Shari Olson, Kirsten Michalke, Kalen Wiseth, Jon Beck, John Fields, Garnet Asmundson, Stephanie LeDuc, Dorinda Sorvig, Sara Johnson, and Julie Fenning (recorder).

Absent: Don Fischer

9:00 am - 9:10 am	Check-In
9:10 am - 9:50 am	<p>Welcome Week Debrief</p> <ul style="list-style-type: none">• Dr. Olson was thrilled to see student engagement and activities on each campus. Caring Campus Bingo – the students were excited about simple items. There were some great activities that did not cost a lot. There were a lot of students on campus, especially on TRF. The volleyball game had great attendance by students and great student interaction. Welcome table on both campuses was attended daily so students could qualify for the prizes. Dr. Olson noticed employees stepping up helping out.• Resource Fairs are scheduled for this Wednesday.
9:50 am – 10:30 am	<ul style="list-style-type: none">• Discussion was held on the condensed themes grid regarding any actions regarding the concerns faculty brought forward. Updates were made to the document and will be shared at the next Faculty Shared Governance Council meeting.• October is MN Manufacturing Month. Thief River always hosts a big event and Northland has been a financial sponsor. DEED called on Friday asking Northland to be the host location and provide the meal. The date will be later in October. They said to expect 50-60 attendance. It was approved to host and provide the meal. Kirsten and Julie will work out the details and they will work with Chad to promote.
10:30 am – 10:35 am	BREAK
10:35 a.m. - 11:00 am	<p>Student Dropped for Nonpayment – There 84 were dropped for nonpayment. The business office was working with students this morning. No shows will be reported today by faculty. The 10-day census will be more accurate. How are we processing no shows? Are faculty program directors reaching out to no shows? How are we reaching out to these students? Stephanie will send a process for no shows, specifically tied to financial aid. Need to further refine drop for nonpayment process.</p> <p>There was no HEAPR funding this year. Dr. Olson asked if Clinton have any critical projects that must be funded this year. Representative Fischbach shared that there may be resources at www.grants.gov for federal funding. ACTION: Stephanie, Kalen Jon, and Shari will connect with Clinton regarding HEAPR projects. Julie will schedule a meeting</p>
11:00 am – 11:20 am	<p>HLC Updates – Julie will schedule a meeting with Dr. Irene Kavola. John will be adding her to Teams folder to begin reviewing Northland's information. HLC workgroup has been working on the assurance report. Beginning Monday, they will focus on a criterion each week. Once the criterion has been written, John will begin sharing with the college to make everyone aware of the story we are telling. This fall will be focusing on the faculty, with January starting with all employees. John will be working with the Caring Campus group to help develop activities to help employees learn the HLC requirements. ACTION: Julie will send the report to leadership and faculty leadership.</p>

11:20 am-11:50 am	Open Agenda – Please bring copies for all members if you are presenting.
11:50 am – 12:00 pm	Check-Out
	Future Meeting Agenda Items: