

NCTC Shared Governance Council Meeting
May 5, 2004
2 p.m., TRF, Room 703

Present: Kim Philipp, Dan Sponsler, Norm Halsa, Faith Rud, John Doppler, Kathy Olson, Norma Konschak, Roger Peterson, Dorinda Sorvig, Mary Fontes, Barb Weber, Dan Edman, Barb Forrest, Bonnie Andrys, Orley Gunderson, Kent Hanson, Steve Alston, Jim Strandlie. **Guests:** Dennis Paesler and Joanna Sheridan.

Additions to Agenda: 1) TRF Counselor position status; 2) NCA Update; 3) Diplomas, certificates, and degrees; 4) Student life/academic issues.

Class Size: Kent Hanson shared and reviewed a document regarding Liberal Arts class enrollments, which outlined the rationale and plan for establishing class sizes. In Fall 2004, a committee comprised of Liberal Arts department heads will work on a recommendation to bring to Shared Governance Council. Kent will send an electronic copy of the document to faculty presidents to share with their respective faculties. **Work will continue next fall.**

Marketing Update: Joanna Sheridan shared a publication schedule and persons responsible for various publications and projects. She stated that the completion date for the student handbook, viewbook, and catalog was set for August 1st and asked faculty to review the program and directory information on the website that will be included in the new publications. Joanna shared information about the survey being conducted with the general public, employees, and businesses in both the TRF and EGF communities. Faculty requested an electronic copy of the business and public questionnaires. Dr. Gunderson stated that approximately \$150,000 would be set aside in the FY05 budget for college marketing. **Resolved.**

Department Heads: EGF faculty presented a proposal to retain six Division Chairs, (plus one additional for Library - tentative), and (9) Department Heads, plus 3 credits/semester for Fire Science, \$2500 stipend for Automotive Service, and the addition of (2) Liberal Arts dept. heads for Math/Science/Social Services, and English/Communications/Humanities. Administration accepted the EGF proposal, with compensation to be agreed upon with administration and faculty. **Resolved.**

TRF Faculty presented a proposal for (12) Dept. Heads for the technical programs for a \$2500 stipend for each, and 9 new Dept. Heads for Liberal Arts, 3 for each of the following divisions: Humanities, Physical Sciences, and Social Sciences, to also be paid \$2500 stipend.

Administration presented a counter-proposal for the TRF campus. The proposal would hire Dept. heads for the following five areas at a stipend of \$2500 each: Humanities, Arts, Life Sciences, Physical Sciences, and Social Sciences. TRF faculty will take the counter-proposal to their membership meeting on May 14th. **Not Resolved.**

Budget: Dennis Paesler shared FY05 projections for revenue and expenditures, which indicated a projected \$202,536 surplus. Faculty requested a copy of categorical budgets, and what types of expenditures are included in the categories. **Resolved.**

Policy Review: The attached page lists all policies that were reviewed for First and Second Reading. Faculty requested changes to the Children on Campus policy, and Field Trips. The Field Trips policy needs to have the same language as the travel policy, in terms of students driving their personal vehicles from their home to a field trip location.

Strategic Planning Update: Steve Alston reported that a task force of faculty and administration is developing a process that will be used to request funding strategic plan initiatives. A committee will review proposals from faculty during various times of the year, and make funding recommendations to administration. A meeting to review and finalize this process is scheduled for May 6th.

NCA Update: Kent Hanson requested (2) SGC members to work with him for three days in June to prepare a report for NCA. SGC members Dorinda Sorvig and Bonnie Andrys agreed to assist with this project.

2004-05 SGC Meeting Dates: Faculty suggested the second Tuesday of each month be designated for SGC meetings. Administration will confirm the dates with faculty presidents after checking the schedule for MnSCU Presidents' meetings.

Student Life/Academic Issues: Administration reported that complaints have been received from students and parents about faculty not allowing students to make up work and/or take exams at alternative times. Administration requested that faculty form a small group and discuss this issue with the Academic Dean and the Dean of Students. The faculty presidents agreed to bring this issue to the faculty membership.

Diplomas, Certificates, and Degrees: Kim Philipp provided administration a copy of the Minnesota State Statute regarding the requirement of technical and consolidated colleges to offer diplomas in all technical programs. Concerns have been raised about the broadcasting program discontinuing their diploma program. Administration will research this issue and respond to faculty's concerns at the next meeting. **Not Resolved.**

TRF Counselor Status: Administration stated that a reorganization of the Student Services Division is being discussed, and a report will be provided at the next meeting.

Next meeting: Thursday, May 27th at 12 Noon. Location: A restaurant in East Grand Forks, to be determined by Dan Sponsler and Kent Hanson. Administration will provide noon lunch.

Meeting adjourned at 3:45 p.m.

Kim Philipp
TRF-NCTCF President

Dan Sponsler
EGF-NCTCF President

Dr. Orley Gunderson
NCTC President