

Shared Governance Council Minutes
January 11, 2005
TRF Campus, Room 115

Present: Linda Samuelson, Dan Sponsler, Al Swanson, Norm Halsa, Kevin Stuckey, Kathy Olson, Barb Forrest, Dorinda Sorvig, Farah Rahnama (substitute for Barb Weber), Al Shervold, Orley Gunderson, Kent Hanson, Jeff Thomas, Steve Alston

Dan Sponsler called the meeting to order. Additions to Agenda: Strategic Plan RFP update; Organizational Chart; Course/Section Cancellation Guidelines/Options; Budget Update.

Class Size/On-Line & ITV: Jeff Thomas reported he will be arranging a meeting with the committee soon. Not Resolved.

ITV Procedures: Jeff Thomas reported that the committee working on the class size issue will work on ITV procedures. A process for distribution of materials for ITV classes has been developed. Not Resolved.

Policy Review: Administration distributed MnSCU's Alcoholic Beverages or Controlled Substances on Campus policy, and proposed that the college adopt this policy to replace the previously proposed drug and alcohol policy. The MnSCU policy will be presented for second reading next month. All other policies presented for second reading were accepted.

Concurrent Enrollment Recommendations: Jeff Thomas stated that many of the recommendations presented by faculty were covered in the current MnSCU policy/procedure (MnSCU Policy 3.5 Post-Secondary Enrollment Options Program). Administration agreed to keep faculty abreast of requests from high schools, and agreed to add this topic as an on-going agenda item. Administration agreed to address faculty's recommendations in writing prior to the next meeting.

Strategic Plan RFP Update: Faculty requested a report containing information on the proposals that were submitted, proposals being funded, and the amount of funds remaining. Administration agreed to provide that information at the next meeting. Not Resolved.

Faculty Evaluation Process: Administration distributed evaluation materials and forms used by the colleges prior to merger. Administration requested that faculty begin having discussions on the changes needed to implement a new process. This topic will be placed on the agenda in March. Not Resolved.

Organizational Chart: Faculty requested an updated organizational chart be shared as positions change, employees are hired, etc. Administration agreed to provide that information via email as changes are made. Resolved.

Course/Section Cancellation Guidelines/Options: Faculty requested discussion and written information on the criteria/guidelines used by administration to determine class cancellations. The information may include alternative methods to deliver a class when appropriate. The Deans will provide criteria/questions that assist them in making those decisions at the next meeting. Not Resolved.

Budget Update: Dr. Gunderson reported that spring enrollment is higher than projected, which is good news for the budget. He reported that the Student Senate is lobbying for a statewide tuition freeze. Dr. Gunderson encouraged faculty to meet with area legislators to promote higher education funding and the capital bonding project requests.

Next meeting: Tuesday, February 8, 2005 at EGF Campus, Room 106.

Linda Samuelson
TRF-NCTCF Chapter Pres.

Dan Sponsler
EGF-NCTCF Chapter Pres.

Dr. Orley Gunderson
NCTC President