



Northland Community & Technical College
Shared Governance Council Meeting
Thursday, January 18, 2007
TRF Campus, Room 515

MINUTES

Attendees: Linda Samuelson, Mark Johnson, Al Shervold, Cynthia Jorstad, Norm Halsa, Tim Reuter, Diane Drake, Danie Packard, Kate Schmalenberg, Barb Forrest, Tony Sorum, Pam Schorsch, Anne Temte, Kent Hanson, Jeff Thomas, Mary Fontes; Cindy Cedergren, recorder.

Absent: Shari Olson, Mary Lou Novak, Dan Sponsler

Topic	Responsible Party	Discussion/Outcome
Call to order	Linda Samuelson	
1. Additions to Agenda	None	
2. Strategic Plan 2006-10	Faculty response	Faculty inquired about the purpose of this document and also stated that nothing in the plan directly addresses student success. President Temte stated the document will be used as a starting point, and will be refined and changed as we make plans for the future. An academic planning retreat is being scheduled to brainstorm ideas on how our academic programming should develop and change over the next few years. Resolved.
3. Administering Course Evaluations		Tabled until February meeting; A group of employees is researching the pros and cons of course evaluation delivery methods (paper vs. D2L). Not Resolved.
4. Faculty Evaluation Content	Linda Samuelson	Faculty led a discussion regarding when the course evaluations should be completed by students, and whether the form could be customized by individual faculty/departments. Linda Samuelson and Jeff Thomas agreed to work on the content and develop a bank of questions for faculty to make choices. Not Resolved.

5. Faculty Advising	Faculty / Admin.	Tabled until Feb. meeting. Subcommittee has not met. Not Resolved.
6. On-Line Purchasing	Linda Samuelson	Faculty reported that training during in-service didn't go smoothly for all trainees. Not all faculty had access to the appropriate purchasing rights and could not complete the process. Some faculty want to have the option of using a credit card for ease and speed of making a purchase. Other choices should include providing the purchase information to the Business office staff to input into the on-line system. President Temte will meet with Administrative Services regarding the issuing of additional credit cards before the next SGC meeting. Not Resolved.
7. College Faculty Awards for Excellence	Linda Samuelson	Faculty inquired about the status of funds remaining. Administration reported we are not even close to spending the \$245,000 budget. The committee is meeting next week to review and award more proposals. More information will be available at the Feb. meeting. Not Resolved.
8. Policy Review: First Reading: 1) Credit Cards 2) Reasonable Accommodations Second Reading: 1) Gifts-in-Kind	Cindy Cedergren	1) First Readings: Reviewed and discussed suggestions and corrections. 2) Second Reading: Administration addressed the inquiry from faculty regarding minimal value of gifts that could be accepted. Gifts of nominal value (\$5 or less) can be accepted by individual employees. Language from the Code of Ethics will be added to the Gifts-in-Kind Procedure to clarify that issue.
9. Information: College Response to Potential increase in System funding	Anne Temte	President Temte shared the college's response to the Office of the Chancellor on how we would utilize increased funding from the Legislative in the areas of inflation, underrepresented students, technology, and grant funds. Resolved.
10. Adjourned		Meeting adjourned at 3:10 p.m.
11. Next Meeting		Thursday, February 8, 2007, 2 p.m., EGF Campus Rm 106; Faculty pre-meet at 1 p.m.