



# Northland Community & Technical College Shared Governance Council Meeting

Thursday, March 20, 2008  
TRF Campus, Room 217

## MINUTES

Attendees: Linda Samuelson, Tony Sorum, Al Shervold, Anne Temte, Barb Weber, Dorinda Sorvig (replacement for Cynthia Jorstad), Danie Packard, David Christian, Norma Konschak, Kate Schmalenberg, Kent Hanson, Kerry Jaeger, Mark Johnson, Mike Normandin, Tim Reuter, Verena Samson.

Absent: Milt Kinzler, Norm Halsa, Cynthia Jorstad

| Topic                       | Responsible Party | Discussion/Outcome                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Call to order               |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1. Additions to Agenda      | Temte             | President Temte added an update on the aviation program to the agenda.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2. Organizational Structure | Temte             | President Temte distributed and reviewed a revised administrative structure. She reviewed the recent changes made in the COI and Foundation divisions which resulted in the elimination of the Vice President position overseeing those divisions. She noted that the Foundation needs a full-time fundraiser. The Foundation will support 50% of that position. The Dean of Outreach and Innovation position will be posted soon, and will be assigned to oversee the COI and aviation programs. Jim Retka has been assigned that position as an interim. Faculty questioned the rationale for that position to oversee aviation. President Temte stated that in order for the program to succeed and grow, it needs more attention than the current academic deans can devote to it. There have been numerous directors assigned to aviation in the past. The program needs strong leadership and a great deal of attention to building industry partnerships in order |

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|                                           |                  | to succeed and grow. Faculty questioned why the Dean of Management Education was not a member of the President's Cabinet, when all other Dean positions serve on the Cabinet. Administration will take that suggestion under advisement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 3. Aviation Program Update                | Temte            | President Temte reviewed the rationale for determining the program suspension, and reviewed some of the recommendations being developed by the consultant. She stated we have excellent facilities, but an average program. We need higher pass rates, change the curriculum to complete students in 15-18 months, and we need additional resources to give this program a "booster shot". Administration is meeting with MnSCU officials next week to discuss the future of the program and what resources are needed in order to move forward and make this program successful again. She reported that a community forum is scheduled for Thursday, March 27 <sup>th</sup> at 7 p.m. in the theater. |
| 4. Division Chair/Dept. Head Task Group   | Hanson           | Administration reported the task group meets again on March 24 <sup>th</sup> , and any recommendations will be reported at the next SGC meeting. Not Resolved.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 5. ITV/On-Line Class Size                 | Normandin Hanson | After a lengthy discussion, faculty and administration agreed on the following to be officially approved for the next semester: ITV – limit of 15 students per site, not to exceed the class cap in all sites; On-Line Classes – limited to 25 students. These enrollments may exceed the established class caps only if the individual faculty member and administration agree to exceed the cap, on a course by course basis, in order to serve students' needs. Administration noted that they may be proposing to raise the class cap to 30 for on-line courses in the future. Resolved until further changes are proposed.                                                                         |
| 6. Faculty Advising Task Group            | Normandin        | Mike reported that the task group met four times during fall semester. Discussion was held on the advising language proposed in the new MSCF contract. President Temte stated that administration will consult with MnSCU officials on their interpretation of the proposed language. It was suggested that counselors and advisors meet to discuss any changes that should be implemented. Resolved.                                                                                                                                                                                                                                                                                                   |
| 7. April 7 <sup>th</sup> In-Service       | Konschak         | A revised agenda was distributed and discussed. Resolved.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 8. College-Wide Faculty Development Funds | Jaeger           | EGF faculty asked administration to consider establishing a college-wide faculty development fund that faculty could draw from during the academic year, and the fund would be reimbursed by the Faculty Development funds. Each campus currently has different allowances per individual faculty member and different procedures to access the funds. Kent Hanson will discuss this proposal with Dennis Paesler. Not Resolved.                                                                                                                                                                                                                                                                        |
| 9. College-Wide Health Division           | Sorum            | Tony reported that all health faculty had met together and would like to establish a college-wide health division to work together on college-wide issues. This structure would not change the existing administrative structure in health, but would simply be utilized as a communication method for all health programs to work on common goals.                                                                                                                                                                                                                                                                                                                                                     |

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| 10. Policy Review                         | Samuelson | Administration supported this request. Resolved.<br>#2090 - Drop/Add/Withdrawal: No changes were suggested to the final reading.                                                                                                                                                                                                |
| 11. Historical Data on Foundation and COI | Temte     | Guest Speaker Compensation: Tabled until next meeting.<br>Faculty received a 3-year history on Foundation assets with meeting materials. Further information on COI history will be presented at the next meeting.                                                                                                              |
| 12. Sustainability Committees             | Hanson    | Kent reported on recent meetings with faculty in the Computer Modeling, Cosmetology, Administrative Support, and Cardiovascular Tech programs. Meetings have been positive and proactive with new ideas proposed to assist faculty in making program improvements, to boost enrollments and increase efficiencies where needed. |
| 13. Meeting Adjourned at 3:45 p.m.        |           |                                                                                                                                                                                                                                                                                                                                 |
| 14. Next Meeting                          |           | Faculty requested that broad scale financial information be shared at the next meeting.<br><b>Thursday, April 10, 2008; EGF Campus, Room 106; 2 p.m.</b><br><b>Faculty pre-meet at 1:00 p.m. in the same room.</b>                                                                                                              |