Northland Community & Technical College
Shared Governance Council Meeting

February 12, 2009
EGF, Room 106
2 p.m.

M I N U T E S

Attendees: Jennifer Dahlen, Cynthia Jorstad, Tim Reuter, Kate Schmalenberg, Barb Forrest, Norma Konschak, Hank Roehrich, Al Shervold, Norm Halsa, Ruth LeTexier, Dan Sponsler, Kent Hanson, Beth McMahon, Linda Samuelson, Anne Temte, Mark Johnson, Danie Packard.

Absent: Verena Samson

Topic	Responsible Party	Discussion/Outcome
Call to order	Sponsler	
1. Update on Liberal Arts Program Sustainability	Hanson	Handout: FY10 Preliminary Section Reductions Kent Hanson met with the Academic Deans to develop the list. This list does not influence or lead to layoffs of faculty due to the timing. It will affect overloads and adjuncts. The fall schedules will be posted March 2nd. A faculty member asked what is happening with Aviation. Anne stated that nothing has changed since last discussed. A Program Director has been hired and began 2/9/09. His name is Scott Fletcher. **Not Resolved.**
2. Process for establishing programs across campus	Hanson	This matter is resolved. Our attempt to have programs over ITV has not worked well, but offering courses over ITV works.

3. Updated Summer Rotation Schedule		The Academic Deans will be contacting faculty as per the rotation list and begin offering summer classes to faculty at the top of the list in each credential field. **Resolved.**
4. Request to increase class size – HPER1120		Class cap moved to 30 from 25 at the request of the instructor and with approval from SGC. **Resolved.**
5. Discussion regarding Budget Idea Forum	Temte	In reflecting on the "Idea Forum," President Temte stated that the anonymous nature is not necessarily the best approach, but it has resulted in a broad response from college employees. A faculty member stated that if opinions have value, a name should be put with it. President Temte stated that the process is meant to be advisory in nature and without names we cannot ask what they meant. She wanted people to feel they could be free with their ideas. A faculty member stated that some of the issues (problems) need to be discussed openly. A faculty member stated that some things have to be done by administration and not worry about what faculty think. **Resolved.**
6. Report on Distance Minnesota discussion	Hanson	Handouts: Enrollment Report 2/5/09, Northwest Distance Consortium FY09
7. Policy Review		#7031 & 7031P Resale Activity Policy/Procedure – second reading - NOT RESOLVED Kent, Norma and Norm will meet and discuss. Faculty feel that Terms and Conditions, #3.g. is too rigid. #7055 & 7055P Gift Card Policy/Procedure – NOT RESOLVED – one suggestion was made to add a dollar limit, i.e. "not to exceed $100" #4020 & 4020P Emeritus Status Policy/Procedure – RESOLVED WITH CHANGE – First Paragraph to read: The president ~~may confer~~ will offer emeritus status ~~upon~~ to a faculty member who is retiring from employment with Northland Community and Technical College. #5075 Fundraising – RESOLVED #2090 Drop/Add, Withdrawal & Refund – RESOLVED Delete #2030 Attendance/Academic Activity/Financial Aid – RESOLVED #2195 Laptop Requirements – removed from the agenda until a later date

8. Organizational Chart	Temte	The chart was reviewed and the following changes were suggested: President's chart: remove Swenson House Coordinator position VP of Academic & Student Affairs chart: change title for Mary Fontes to "Dean of Student Services & Dean of Students for EGF" change title for Steve Crittenden to "Dean of Student Development & Dean of Students for TRF" James Retka also supervises COI and the Director of Aviation. Faculty requested an additional chart be developed with positions, without employees' names.
Adjourned @ 4:15pm		Acting Recorder, Mary Jo Bydal
Next Meeting		Thursday, March 19, 2009; TRF Campus; 2 p.m., Room 217