



Northland Community & Technical College Special Shared Governance Council Meeting

Thursday, September 24, 2009
10 a.m.; EGF Campus, Room 115

MINUTES

Attendees: Jennifer Dahlen, Greg Dvergsten, Barb Forrest, Norm Halsa, Kent Hanson, Kathy Huschle, Kerry Jaeger, Norma Konschak, Ruth LeTexier, Becky Lindseth, Beth McMahon, Tishara Melcher, Danie Packard, Tim Reuter, Hank Roehrich, Linda Samuelson, Kate Schmalenberg, Dan Sponsler, Anne Temte. Recorder- Cindy Cedergen

Absent: Cynthia Jorstad

Guest: Don Fischer (observer)

Topic	Responsible Party	Discussion/Outcome
Call to order	Sponsler	
1. Additions to Agenda		None
2. Administration's proposed reductions to develop a balanced budget for FY11.	Temte	President Temte began the meeting by stating that this was a very difficult meeting and a difficult subject to discuss. She stated that administration cut the budget by \$1.6 million for FY10 – those cuts were painful, but not fatal. She shared the history of the unallocation made by the Governor, which resulted in a \$50 million loss for MnSCU for FY11; NCTC's portion is estimated at \$350,000.
Challenges:		<p>She stated the college is faced with three major challenges:</p> <p>1) Budget deficit; (an attached chart was shared that outlined the estimated FY11 deficit of \$700,000)</p> <p>2) We need to become more average in regard to tuition rates (she doesn't foresee being able to keep the tuition increase at zero for FY11). We are currently 5th highest in</p>

		<p>MnSCU for tuition rates, moving from second highest last year. Ratios – we need to improve student to faculty ratios. We are currently 15.61 FYE to 1 FTE;</p> <p>3) Stimulus Funds, ARRA Grants, and Perkins grant opportunities are available for new directions and new programs.</p>
Goals		<p>President Temte reviewed a document that outlined the following: (document attached to these minutes)</p> <p><u>Overall college goal:</u> Develop a balanced budget for FY2011 that advances the strategic plan of the college and accommodates anticipated reductions of \$700,000.</p> <p><u>Overall Academic Goal:</u> Increase the efficiency of academic assignments throughout the college to reduce budgets and enable development and implementation of new program initiatives.</p> <p><u>Specific Goal:</u> 17 Student FYE to 1 Faculty FTE Ratio by Fall Semester, 2010</p> <p>She stated the strategic plan goals won't be achieved without a lot of work and resources.</p> <ul style="list-style-type: none"> - Student Success – that goal lies more in faculty's hands than anyone else's. - Cultivate Quality - we need resources, equipment, flexibility for re-training, partnerships with business, industry, and other Higher Ed. institutions; - Enrollment Growth – we need to invest in new ways to grow enrollment.
Proposed Reductions		<p><u>Proposed reductions:</u> We need to reduce (12) FTE @ an average of \$75,000 to get close to the 17/1 ratio. This reduction equates to \$900,000.</p> <p>President Temte stated that what was presented is the administrative intent, not a negotiable proposal. Administration will consider compelling arguments and well thought-out alternative solutions prior to finalizing the plan. She added that, although faculty reductions had to be considered first, because of contractual deadlines, all positions and areas of the college will be analyzed for further possible reductions. She stated she would be sharing information at the all-employee meetings on Sept. 30 & Oct. 1. At the October 8th Shared Gov. Council meeting administration will present specific release credit reductions. She proposed another special SGC meeting on Oct. 26 or 27 when all programs and positions that will be reduced would be announced. All effected</p>

Reestablishment of Dean of Nursing Position		<p>faculty would be notified prior to this meeting. A total of 7.0 FTE is expected to be reduced by faculty and program reductions. The remainder of the reductions will come primarily from reductions in release credits to Division Chairs, Dept. Heads, and Program Directors. Faculty under-loads will also be examined.</p> <p>Kent stated that the number of release credits assigned to faculty members within the nursing program has demonstrated the need for high levels of administration in these programs. Therefore, with the savings achieved from faculty release credits, the college will reestablish a Dean of Nursing position. This position will supervise all faculty assigned to the Practical Nursing and Registered Nursing programs, with responsibilities for EGF, TRF, Mahnommen, and Roseau sites, and online.</p> <p>Kent stated that administration has been working with the faculty in high-alert programs following the program sustainability process. Becky Lindseth reviewed the Board Early Separation Incentive (BESI) program, stating that the college may utilize this program if deemed appropriate.</p>
4. Schedule for communication and implementation of reductions		<p>Sept. 30 & Oct. 1- All-Employee Meetings at both campuses</p> <p>Oct. 8 – regular SGC meeting – identification of specific release credit reductions</p> <p>Oct. 26 or 27 – proposed special SGC meeting – identification of programs/positions that will be reduced.</p>
5. Meeting adjourned at 10:40 a.m.		
6. Next Meeting		Thursday, Oct. 8, 2009; TRF Campus, Room 735 (next to WorkForce Center); 2 p.m. (faculty pre-meet in same room at 1 p.m.)