

# Northland Community & Technical College Shared Governance Council Meeting

Tuesday, May 10, 2011  
EGF Campus, Room 115; Polycom to EGF 301, TRF 662  
2 p.m.

## MINUTES

Attendees: Barb Forrest, Kent Hanson, Beth McMahon, Kate Schmalenberg, Dan Sponsler, Justin Berry, Becky Lindseth, Tim Reuter (alternate), Terry Wiseth (alternate), Dorinda Sorvig (alternate), Jennifer Dahlen, Tishara Melcher, Anne Temte, Danie Packard.

Absent: Norma Konschak, Ruth LeTexier, Kathy Huschle, Andrew Dahlen, Adam Paulson

Guest: Shannon Jesme; Incoming new members: Mary Amundson, Erin Almlie

Topic	Responsible Party	Discussion/Outcome
Call to order & Additions to Agenda	Sponsler	Faculty added the following items to Old Business: 1) Future viewing of SGC meetings via polycom 2) Student Success Day clarification 3) Program Sustainability  Administration had added the review of a revised Admissions Policy (distributed prior to meeting)
1. Technology Solutions Task Force	Lindseth	Becky Lindseth reported that the task force had completed their work in 4-5 meetings, and some of the recommendations for resolving issues will now be brought to the President's Cabinet for decision and action. Becky will distribute the task group's work plan to the faculty presidents for dissemination to faculty. She reported that the task group has officially been dissolved. Resolved.
2. Approval of 2012-13 Academic Calendar	Sponsler	Faculty and administration confirmed that a Memorandum of Agreement with MSCF & Northland Administration had been developed and signed by the appropriate parties. Administration and faculty approved the revised 2012-13 academic calendar (as distributed with the agenda and attached to these minutes). Resolved.
3. 2011-2012 SGC Meeting Schedule	Sponsler	Dan Sponsler reported that faculty agreed to continue to hold SGC meetings on Thursday afternoons, on the dates in the proposed schedule. A final 2011-12 meeting schedule will be distributed to members. Resolved.

4. SGC mtgs.via polycom	Sponsler	Dan Sponsler reported that faculty agreed that the option of viewing the SGC meetings via polycom on each campus would not continue, due to minimal participation. Polycom will only be utilized in special circumstances. Resolved.
5. Student Success Day	Sponsler	Dan Sponsler noted that the student academic calendar that was recently re-distributed to employees lists Student Success Day as a class day for students. Administration clarified that regular classes will not be held, but since students are encouraged to attend, it may have been the best way to list it on the calendar. If it were listed as a no-class day, students would automatically take the day off. Resolved.
6. Program Sustainability	Sponsler	In regard to a meeting scheduled on May 11, faculty expressed concern that only two faculty are planning to attend the meeting, and that more input into the discussions is desired. Faculty presidents will seek additional faculty to attend the meeting. Resolved.
7. Policy Review	Sponsler	<p><u>Second Reading: (no suggestions for changes were made)</u></p> <p>#2075P Financial Aid Procedure (Revised)</p> <p>#2090 Drop/Add, Withdrawal and Refund (Revised)</p> <p>It was noted that the changes made to the above procedures were derived from changes in MnSCU procedures.</p> <p>#3446 Non-Credit Policy and Procedure (Proposed for repeal)</p> <p>Administration addressed questions from faculty regarding the Non-Credit policy and the list of courses that will no longer be offered for non-credit. It was noted that these courses may still be offered for credit. Changes in faculty compensation have been agreed to regarding Community Band, and Jazz Band will be organized differently than in previous years. COI is planning to offer the noon aerobics class, pending an agreement on faculty compensation. The non-credit classes currently listed on the fall semester schedule will be removed. Any non-credit summer classes will remain on the schedule.</p> <p><u>First Reading:</u></p> <p>2020 &amp; 2020P Admissions Policy and Procedure (revised to reflect changes in MnSCU policy)</p>
8. FY12 Budget Reduction Plan	Jesme	Shannon Jesme explained the Preliminary General Fund Budget Scenario for FY12 , dated 4/2/11. She noted that the Benchmarks on the report were the bookends in which the budget is being develop; Benchmark #1 representing the Senate proposal; Benchmark #2 representing the House Proposal. The goal would be to land somewhere in the middle. Tuition increases of 2-3% were used to develop the budget, based on 2,732 gross FYE/2,620 net FYE; Special MnSCU allocations were reduced by 5%.

		<p>Faculty raised questions about the \$700,000 in FY12 personnel reductions already accomplished. President Temte reviewed the list of expenditures that reflect that total, which were announced in October. It was noted that an additional \$304,500 of expenditure reductions have been identified but are pending until the MnSCU allocations are known. An additional \$325,000 to cover increased health insurance for ½ of 2012 is included in the budget. Shannon explained the process of accounting for accruals that are imposed on the colleges by the system. All colleges must work towards balancing their budgets, including the annual accruals, which could cost approx. \$1.5 million per year. President Temte referred to the January 2011 Board of Trustees meeting when they adopted seven measures of financial health and compliance in which colleges will be monitored.</p> <p>Faculty inquired about the status of stimulus-funded positions. Administration reported that all of the positions will be discontinued at the end of the grant period. Some of the employees in the positions may be eligible to fill other vacancies within the college.</p>
Next meeting		Tues, June 28, 2011; 2 p.m., TRF Campus, Room 735
Meeting adjourned at 3 pm		

