

Northland Community & Technical College

Shared Governance Council Meeting

Monday, July 25, 2011 - TRF Campus- Room 735 - 9 a.m.

MINUTES

Attendees: Mary Amundson, Andrew Dahlen, Jennifer Dahlen, Norm Halsa, Kent Hanson, Norma Konschak, Becky Lindseth, Tishara Melcher, Dorinda Sorvig, Dan Sponsler, Anne Temte, Joel Ziegler

Alternates: Don Fischer, Danie Packard

Absent: Kathy Huschle, Beth McMahon, David Christian, Erin Almlie, Adam Paulson

Topic	Responsible Party	Discussion/Outcome
Call to order	Melcher	
1. Additions to Agenda		None
2. August 17 In-Service Agenda	Konschak	The draft agenda was reviewed and discussed. Dan Sponsler asked to have tours of the simulator trailer added to the concurrent session timeframe. President Temte stressed the importance and the requirement of all faculty to attend the in-service workshop, as critical information will be shared by various divisions of the college.
3. Policy Review		<p>The following policies and procedures were accepted without second readings:</p> <ul style="list-style-type: none"> #6018 Animals on Campus #6019 & 6019P Service Animals #2215 & 2215P Military Service and Disabled Veterans #2025P Ability to Benefit (Questions were raised and a response will be emailed to SGC members following consultation with the series manager of this policy) #2035 & #2035P Students with Disabilities #2090 Drop/Add, Withdrawal, Refund #5072 Tuition and Fees #7052 & 5052P Registration Cancellation <p>Deleted: #7020 – Deferment Payment Policy</p> <p>A revised #2020 & #2020P Admissions Policy and Procedure were shared, since additional revisions were made after second reading.</p>

4. FY12 Budget Summary	Lindseth	<p>A summary was presented which indicated a projected deficit balance of (\$590,664), which included a cash-to-accrual expense of \$500,000. It was noted that the technology fee had been increased from \$8.00 to \$8.32/credit, and may increase to \$10/credit in mid-year, if approved. It was noted that the college has lost approximately \$80,000 in Perkins funding, which will result in reductions to positions funded by Perkins. Board early separation incentives have been accepted by three support staff.</p> <p>Norm Halsa inquired about the status of the Swenson House. Administration reported that a task group has been working on the process required to lease the property. However, if the college leases the property, they would lose its tax exempt status on the property. This would result in property taxes of approximately \$15,000 for a residential lease, or approximately \$36,000 for a commercial property lease. It may be more profitable to sell versus lease, as the property taxes would need to be recovered through lease payments.</p> <p>Administration noted that the college may be receiving \$600,000 in HEAPR funds from a bonding bill, with no debt service attached. The funds must be spent by Feb. 2012.</p>
5. Organizational Chart	Administration	Administration reviewed changes to the organizational structure in various divisions. It was noted that Brian Huschle has been assigned to an interim academic dean position for the EGF Campus, starting August 1 st . The Dean of Management Education position will be eliminated on Sept. 30, and supervision of Management Education faculty and staff will be transferred to the Dean of Workforce and Economic Development. Sherry Lindquist has been assigned 12 release credits to serve as a coordinator for institutional research.
6. Other Information	Temte	President Temte noted that some MnSCU colleges are participating in shared services cooperatives, focusing on accounts payable, accounts receivable, payroll, and financial aid services. It is a voluntary program now, but may be mandatory in the future.
Meeting Adjourned at 10:20 a.m.		
Next Meeting	Thursday, Sept. 15, 2011; EGF Campus, Room 115; 2 p.m. Faculty pre-meet at 1 p.m. in same room.	