

Northland Community & Technical College

Shared Governance Council Meeting

Thursday, February 9, 2012

TRF Campus, Room 735

2 p.m.

MINUTES

Attendees: Tishara Melcher, Mary Amundson, Andrew Dahlen, Jennifer Dahlen, Linda Samuelson, Kent Hanson, Norma Konschak, Becky Lindseth, Dorinda Sorvig, Anne Temte, Joel Ziegler, Beth McMahon, David Christian, Brian Huschle.

Alternates Attending: Kate Schmalenberg, Terry Wiseth, Donna Craigmile, Kim Philipp

Absent: Kathy Huschle, Erin Almlie, Justin Berry, Dan Sponsler, Adam Paulson

Guests:

Topic	Responsible Party	Discussion/Outcome
Call to order	Melcher	
1. Additions to Agenda		Administration added the following to old business: 1) Nursing Dean; 2) TRF Facilities Update; 3) Student Success Day; New business- 2013-14 academic calendar development; Faculty added new math level requirements under new business.
2. Faculty Forum Day	Hanson/Temte	Administration reported that Friday, March 23 was selected as the best option of the two dates proposed at the last meeting. Kent Hanson expects to receive information from the Chancellor within a week and details for March 23 will be communicated at that time. He stated that a subgroup of AASC will be assisting with the day's activities. Classes will be canceled to allow faculty to work on this directive from the Chancellor. Resolved.
3. Final Exam Week	Melcher	Tabled until next month to obtain faculty input.
4. Nursing Dean	Hanson	Kent Hanson reported that the RN Director plans to leave Northland this spring, and it is administration's intention to create and post for a Dean of Nursing position. He provided rationale on the need for an administrator position, stating that accreditation, declining LPN enrollment, and CNA expansion into the high schools were some of the key issues that need year-round attention. Faculty requested that the ideas and concerns discussed with nursing faculty two years ago be shared with nursing faculty again and that they be given an opportunity to provide feedback on a proposed job description before the position is posted. Kent Hanson agreed to work with the faculty on this. Not Resolved.

5. TRF Facilities Update	Lindseth	Becky Lindseth reported on the TRF facility issues brought up at the last meeting. She reported that COI training had not been moved off campus due to lack of classroom space. Some of the mothballed areas had been used as work areas for recent facility projects and have since been cleaned up. Security will be increased by re-keying those areas. Concerns expressed by faculty who use those areas to access the building beyond the regular campus hours will be addressed. Resolved.
6. Class Cap Request for Respiratory Therapy	Hanson	Kent Hanson requested written validation of the accreditation requirements that is the basis for a request to decrease the class size. These changes would result in adding another clinical section, resulting in an additional cost of \$8,000-\$10,000. It was noted that this topic will be addressed with the Respiratory Therapy Advisory Committee meeting in March, and would be brought back to SGC in April for resolution. Not Resolved.
7. Student Success Day	Konschak	The faculty co-leaders for the TRF Campus are Shannon Nelson and Tishara Melcher; EGF faculty leaders have not been identified. Not Resolved.
8. EGF Academic Appeals Committee	McMahon	Faculty expressed concerns regarding the need for faculty on this committee to attend committee meetings on non-contract days prior to spring semester. Discussion was held on the short timeframe to handle the appeals after grades are issued, and why the meetings are needed at that time. Administration stated that committee members are not required to attend the meeting, but they are asked to attend and given the option of using it as a floating day if they wish. The peak times for appeals are January and May. Various ways to avoid having meetings on non-contract days were mentioned, and administration will take the ideas under advisement. Resolved.
9. New Math level requirements	Melcher Hanson	Tishara expressed concerns about a change to the Assessment for Course Placement Policy regarding math requirements for AS and AAS degrees. Kent Hanson reported that this policy will go back to AASC for further discussion and revision. President Temte and Norma Konschak will attend a developmental education conference next week and will share any new developments with faculty. Resolved.
10. 2013-14 Calendar Development	Konschak	Faculty and administration will soon begin developing the 2013-14 academic calendar. Norma noted the mandatory start dates for fall and spring semesters are August 26 and January 13. The proposed calendar should be brought to the Council for review by the end of spring semester. Not Resolved.
11. CCSSE Survey	Temte	President Temte shared a draft memo to faculty regarding the administration of the Community College Survey of Student Engagement (CCSSE) in March. The letter is designed to inform faculty and explain why it is important for students to participate

		in the survey. The data compiled from the survey is used in the MnSCU dashboard data in which colleges' success is measured. President Temte invited faculty to provide feedback on the draft memo as soon as possible. Resolved.
12. Social Media	Melcher	Tishara asked that the minutes reflect that this item is resolved since faculty had not submitted any questions or concerns. Resolved.
Adjourned at 2:55 p.m.		
Next Meeting		Thursday, March 15, 2012; EGF Campus, Room 115; 2 p.m.

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