

# Northland Community & Technical College

## Shared Governance Council Meeting

Thursday, March 15, 2012

EGF Campus, Room 115

2 p.m.

### MINUTES

Attendees: Kent Hanson, Norma Konschak, Becky Lindseth, Anne Temte, Joel Ziegler, Beth McMahon, David Christian, Erin Almlie, Adam Paulson, Brian Huschle, Justin Berry; Substitutes: Norm Halsa, Mark Decker, Barb Forrest, Kerry Jaeger.

Absent: Tishara Melcher, Dan Sponsler, Mary Amundson, Jennifer Dahlen, Dorinda Sorvig, Andrew Dahlen

Guests: Shannon Jesme

| Topic                  | Responsible Party | Discussion/Outcome   |
|------------------------|-------------------|--|
| Call to order          | Ziegler           | In the absence of Faculty presidents, TRF Vice President Ziegler presided at the meeting.  |
| 1. Additions to Agenda | Ziegler           | Faculty added the following items to old business: Higher One; Dean of Nursing update; Marketing Plan; New business: Grand Forks Herald Article errors; Development Education issues.  |
| 2. Faculty Forum Day   | Hanson            | Kent Hanson reported that a subgroup from AASC had developed the agenda for the March 23 <sup>rd</sup> "Extraordinary Education" in-service. Faculty inquired about the short timeline established to have these discussions. Administration stated that the Chancellor wants the action plans in place to support MnSCU funding requests to the legislature. Administration noted that the metro colleges have a common in-service date of Feb. 23, so that became the focus of their in-service. We didn't have this information in time to cover the materials in the January in-service, therefore a separate date needed to be set, which was discussed in January and approved by the Shared Governance Council in February. Resolved. |
| 3. Final Exam Week     | Ziegler           | Joel Ziegler reported that both EGF and TRF faculty recommend changing back to a four-day final exam week (Mon-Thurs), effective fall 2012. Discussion was held and President Temte requested the proposal and rationale in writing. Faculty noted that this schedule is requested for the students' benefit, not faculty's benefit. Four days allows the final exams to be more spread out to ease the load on the students who have several finals. Faculty stated that all faculty members understand they must comply with the exam schedule. Administration will respond to this at the next meeting, once the written recommendation is received. Not Resolved.  |
| 4. Higher One          | Lindseth          | Higher One is a debit card program that has a contract with MnSCU. Informational meetings were recently held on both campuses, with both employees and students  |

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|                                |         | attending. Becky Lindseth briefed the council on the information shared at the meetings, including the pros and cons of the program. Students are being asked for their recommendations on whether they want the service or not. It was noted that if this program is implemented, this information should be shared at the fall Student Success Day, so students are fully aware of the program's requirements. A decision on whether or not to implement this program will be reported at a future Shared Governance Council meeting. Resolved.   |
| 5. Dean of Nursing Update      | Hanson  | Kent Hanson reported the position will be posted soon. The position description was revised and shared with all nursing faculty. Resolved.  |
| 6. Marketing Plan              | Ziegler | Joel Ziegler asked if there was a current marketing plan, as faculty members were not able to locate one on the web. Administration stated there is one but didn't know its exact location. Administration will respond to this inquiry after the meeting. Resolved.  |
| 7. Class Caps for BLDG courses | Huschle | Faculty from the EGF trades programs requested a class cap increase from 25 to 32 in BLDG 1102 and BLDG 1114. This will better accommodate students in the HVAC, Plumbing, and Carpentry programs. Faculty and administration agreed to these changes, effective fall 2013. Resolved.   |
| 8. Grand Forks Herald article  | Ziegler | Faculty noted there were numerous errors contained in a recent feature story in the Grand Forks Herald. They suggested that corrections be submitted and the reporter should be invited to tour the campuses. Administration will follow-up with the reporter to make sure information is accurate for future articles. Resolved.   |
| 9. Developmental Educ.         | Hanson  | Faculty inquired about inconsistencies in developmental pre-requisites, and administration's intent. Administration stated that the intent is for both retention and success of students. Discussion was held and it was noted that developmental education is a very complex subject and the system is at an evolutionary point. The decisions on developmental pre-requisites fall under AASC's responsibility. Resolved.   |
| 10. Budget Updates             | Jesme   | <p>Shannon reviewed the FY12 general fund summary, which indicated total revenue of \$24,691,949 and total expenditures of \$24,735,176, with a projected deficit of (\$44,227); with \$500,000 cash to accruals, the projected net loss will be (\$544,227). President Temte noted that the college needs much more in cash reserves to improve the college's Composite Financial Index (CFI), to meet MnSCU's and the Higher Learning Commission's thresholds for a healthy college.</p> <p>The FY13 General Fund summary included scenarios for 3%, 3.5%, and 4% tuition increases. The estimated net loss ranged from (\$959,679) with a 3% tuition increase, to (\$828,175), with a 4% tuition increase, including \$500,000 cash to accruals. Shannon noted that she used a 3% increase in salary and benefits to build the budget.</p> |

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|                                 |  | President Temte reported that consultations with the Student Senate have included proposals to increase tuition between 3-4%, with 4% being the maximum increase the Board of Trustees will approve. Shannon noted that the budget summaries presented at this meeting did not include an additional reduction of \$150,000 in allocation for FY13, which was just announced by the system office. Resolved.   |
| 11. Campus Service Cooperatives | Temte  | President Temte summarized the discussions being held on the system level regarding campus service cooperatives (shared services). There are pilot projects within the system, and the Chancellor's office is encouraging more colleges to participate. Some colleges are implementing systems as attrition occurs. There is no price structure in place yet. Administration will continue to report on this topic as new information becomes available. Resolved. |
| Mtg. adjourned @ 3:55 pm        |  |  |
| Next Meeting                    | Thursday, April 12, 2012; TRF Campus, Room 735; 2 p.m. |  |

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