

# Northland Community & Technical College Shared Governance Council Meeting

Thursday, November 14, 2013

2 p.m.

EGF 290; TRF 662; AC13

## MINUTES

Attendees: Erin Almlie, Mary Amundson, Brent Braga, Carey Castle, David Christian, Don Fischer, Kathy Huschle, Becky Lindseth, Tishara Melcher, Adam Paulson, Dorinda Sorvig, Anne Temte, Joel Ziegler.

Absent: Jennifer Dahlen, Steve Crittenden, Justin Berry, Carey Castle (came near the close), Andrew Dahlen

Alternate: Brian Huschle (for Crittenden)

Guest: Jodi Stauss-Stassen

Topic	Responsible Party	Discussion/Outcome
Call to order	Amundson	
1. Additions to Agenda	Amundson	Faculty added the following items to the agenda: <ul style="list-style-type: none"><li>• Academic integrity</li><li>• MSCF Bulletin Board</li></ul> Administration added: <ul style="list-style-type: none"><li>• Pregnant and Parenting Student Update</li><li>• Board of Trustees Award for Excellence in Teaching</li></ul>
2. Pregnant & Parenting Students Update	Stassen	<ul style="list-style-type: none"><li>• Jodi Stassen reported on recommendations received from MnSCU General Counsel.</li><li>• The college needs to develop a general leave policy to ensure all students are treated equally when dealing with absences for various reasons. The policy should include an appeal process.</li><li>• Administration asked for faculty volunteers to serve on a task group to develop such a policy; preferably one technical and one liberal arts faculty member from each campus; it would be helpful to have faculty members on the task group that have formal/strict attendance policies.</li><li>• Individual program handbooks can be more detailed, but a general leave policy would pertain to all students.</li><li>• Faculty presidents will seek volunteers and Jodi will convene the first meeting before the semester break.</li></ul>

		<ul style="list-style-type: none"> <li>• The proposed policy and procedure will go through the normal policy approval process.</li> <li>• Resolved.</li> </ul>
3. FBM Program and Agriculture Center of Excellence	Temte	<ul style="list-style-type: none"> <li>• A task group of administrators and faculty are trying to come up with a statewide solution to the deficit situation in the FBM program. Locally, there have been good discussions with NCTC's FBM faculty.</li> <li>• Discussion is being held on proposals involving the first 60 credits that students earn could remain credit instruction, perhaps with in-office visits instead of at farm locations; After 60 credits, the instruction could fall into a continuing education model – using a tier level concept.</li> <li>• Other potential areas being explored are agri-business and sales, college in the high school ideas; Imagery Analysis in Precision Ag.</li> <li>• The first organizational meeting for the Ag Center of Excellence is scheduled on Nov. 15 in Perham, with Northland, Central Lakes and Ridgewater Colleges.</li> <li>• Administration will periodically update the Council on the progress and decisions being made.</li> <li>• Resolved.</li> </ul>
4. Commit to Complete – Resources Update	Temte, B. Huschle	<ul style="list-style-type: none"> <li>• President Temte and Brian Huschle addressed questions from faculty on the resources listed in the document from the previous meeting.</li> <li>• Anne will send out a written clarification of the \$40,000 budget for the Campus Visit Experience, and any other areas that need further clarification.</li> <li>• Resolved.</li> </ul>
5. Aerospace Program Capital Bonding Updates	Temte, Lindseth	<ul style="list-style-type: none"> <li>• Becky Lindseth reported on the Senate Higher Education Capital Bonding Committee visit to the aerospace site on Oct. 30.</li> <li>• The aerospace project is ranked 15 on MnSCU's prioritized list of 25 projects waiting for legislative approval. There is strong support from Senator Stumpf for this project. Detailed planning dollars have been received and faculty and administration are working with architects now on designing the project.</li> <li>• The EGF science initiative project is ranked 24 out of 25 projects.</li> <li>• Resolved.</li> </ul>
6. Reductions in Unlimited Faculty	Huschle	<ul style="list-style-type: none"> <li>• Per MSCF contract, Brian Huschle reported a reduction of one full-time faculty member in the Auto Body Collision Technology program.</li> <li>• This reduction may result in changes in the curriculum.</li> <li>• Resolved.</li> </ul>

7. Program Sustainability Process		<ul style="list-style-type: none"> <li>• The reduction of a faculty member brought up questions and comments from faculty members on the effectiveness of the program sustainability process.</li> <li>• Carey Castle will address some of the concerns at the December meeting, since he was not present for most of this meeting's discussion about the process.</li> <li>• Not Resolved.</li> </ul>
8. Board of Trustees Award		<ul style="list-style-type: none"> <li>• President Temte asked the faculty to reconsider their previous decision to not support faculty's participation in the Annual Board of Trustees Award for Excellence in Teaching nomination process.</li> <li>• She stated that most MnSCU colleges are participating in this program.</li> <li>• Faculty presidents will bring this item to their membership.</li> <li>• Not Resolved.</li> </ul>
9. Academic Integrity	Christian	<ul style="list-style-type: none"> <li>• David Christian proposed a process that would be similar to the current Behavioral Intervention Team (BIT) process (via Grouplink ticket), to report incidences of cheating by students. The reports would be received and monitored by Karl Ohrn, and forwarded to the appropriate dean after a specified number of times a student is reported.</li> <li>• This process will be proposed to faculty membership at their November meetings. Administration supported the idea. If faculty supports it, it will be ready to launch in January, and David Christian will give a brief presentation at the January In-Service.</li> <li>• Resolved.</li> </ul>
10. Commit to Complete Feedback from Faculty	Temte	<ul style="list-style-type: none"> <li>• President Temte stated that she found the feedback from faculty members very important, useful, and she was pleased to have received an array of ideas. She has cited faculty's efforts in various situations.</li> <li>• Resolved.</li> </ul>
11. MSCF Bulletin Boards	Amundson	<ul style="list-style-type: none"> <li>• Per MSCF contract, all state and local MSCF faculty vacancies must be posted on internal bulletin boards.</li> <li>• Administration agreed to post all local MSCF faculty vacancies on internal bulletin boards.</li> <li>• State MSCF leadership is discussing this topic further with MnSCU in regard to distribution and posting of state MSCF faculty vacancies on local bulletin boards.</li> <li>• Resolved.</li> </ul>

12. Policy Review	Amundson	<p>First Reading:</p> <ul style="list-style-type: none"> <li>Revised #4037P Use of Volunteers Procedure – faculty members had no questions or concerns on the slight revisions. No second reading required.</li> </ul> <p>Second Reading:</p> <ul style="list-style-type: none"> <li>Revised #2015 Data Privacy Policy – faculty had no questions or concerns about revisions following the first reading.</li> </ul>
13. Open Discussions-Off Record		
14. Meeting adjourned at 3:55 p.m.		
Next Meeting	Wed, Dec. 11, 2013; 2 pm – TRF 735; polycom to EGF 301 & AC13	

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