

Meeting: Shared Governance Council

Date: Thursday – October 1, 2015 at 10:00 a.m.

Location: TRF-735 (TRF-290/AC-13B)

Present: Erin Almlie, Mary Amundson, Dennis Bona, Carey Castle, Brent Braga, Jennifer Dahlen, Don Fischer, Shannon Jesme, Kari Koenig – *alternate for Justin Berry*, Shannon Nelson, Adam Paulson, Linda Samuelson, Al Shervold – *alternate for Erin Almlie*, Dorinda Sorvig, Jodi Stauss-Stassen, Joel Ziegler, and Sheila Bruhn

Absent: Erin Almlie, Justin Berry, David Christian

Topic	Responsible Party	Discussion/Outcome
Call to Order Add to Agenda	Ziegler Bona Castle	Meeting called to order at 10:08 a.m. <u>Additions to Agenda:</u> Old Business: None New Business: <ul style="list-style-type: none"> • Oct. 6th of MN Higher Education – Bona (item “C”) • Cardiovascular Technician Program - Bona (item “D”) • Strategic Enrollment Management – Castle (item “E”)
OLD BUSINESS		
Master Committee Chart Revision	Bona Ziegler Amundson Ziegler Castle	Dr. Bona shared the documents are up-to-date. Discussion followed. ACTION: Joel and Mary will send changes to Sheila. Mary suggested adding “Current as of <i>insert date</i> ” to the document. Joel brought up a concern that the TRF Campus Dean is not assigned to the AASC. He explained some faculty felt they were not represented from TRF there. Carey explained that Curtis Zoller is representing TRF and that Mary Fontes would stay on AASC as well. Mike has been invited to observe at each meeting when he has the opportunity. ACTION: Carey and Joel agreed to meet and discuss this further
Org Chart	Bona Ziegler Castle Bruhn	President noted that this is a snapshot of where we are at now, and is a work in progress. Discussion followed. Joel commented about the recent position filled, formerly held by Jason Wehry, however he could not locate it on the chart. Discussion followed. <ul style="list-style-type: none"> • It is on the chart, but under Mary Fontes, Dean of Student Affairs where it has been listed all along. • It was noted that the chart being reviewed is one week old and will be updated and posted when revisions are made.
Evening Programming	Castle Braga	Carey gave an update on evening class process. <ul style="list-style-type: none"> • Concern from faculty is that day programming is not affected (i.e. move a day class to a night time)

	Bona Bona Braga	<ul style="list-style-type: none"> Community's response is positive...will need to serve the needs of the clients (students/businesses, etc.) Other Services will also need to be looked at and adjusted such as library hours, facility access, etc.
NEW BUSINESS		
Charting the Future	Bona	Dr. Bona shared a letter received from MnSCU regarding an outline of CTF goals that will be worked on at the college level. Goals were reviewed. Discussion followed on how to move forward. The President shared some specific examples of topics that will be addressed.
SENSE/CESSE Communication and Timing of Surveys	Amundson	Mary identified the short timeline for survey notification and the actual administering of the surveys were items of concern for faculty. Some surveys were given by work study students. Discussion Followed. ACTION: Dr. Bona will do some research on the process.
MN Higher Ed Committee Chair	Bona Amundson	Chairman Bud Nornes, will visit Northland on Tuesday, October 6 th . He is anticipating hearing from faculty/staff and students. He will also have lunch with Northland's leadership team. Faculty appreciates the multiple option opportunity to meet with Chairman Nornes, giving schedules some flexibility.
Cardiovascular Technician Program	Bona Stauss-Stassen Shervold	President Bona shared some background on the decision to suspend the Cardiovascular Tech program. Moving forward a potential option would be to provide training to area healthcare entities through COI. <ul style="list-style-type: none"> Jodi shared that in discussions with Altru, their hiring process is sporadic at best and explained further the cross-training conducted at health facilities limiting the need for Cardio Techs. Al recommended some conversation be held on future opportunities. (Examples: online, alternating years, etc.)
Strategic Enrollment Management (SEM)	Castle Stauss-Stassen Ziegler	Carey provided some background on the SEM process and where it is now. Jodi explained that when SEM was developed, the AMP was not in place and now the conversation is --- is it relevant? Joel referenced the diversity and retention committees formerly reported to the SEM and now will be stand-alone committees.
ON-GOING ITEMS:		
Policy Review	Ziegler Braga	Policies reviewed. Recommendations as follows: <ul style="list-style-type: none"> 1035P Discussion held on the "Vice President's Assistant language 1090 remove 'www' and 'http:/' from links to resources 2062 Non residence – 3rd paragraph. Language alignment with System policy. Dean of Students is this correct? Change to Dean of Student Affairs? ACTION: Sheila will check with Mary Fontes before posting.
Other:	Bona	

• TRF Student Housing Project		President Bona gave a brief update on the TRF Student Housing project. NCTC Foundation continues to move forward. Not announced publically yet.
Metrics	Bona	Will bring updated information, next month. Numbers have not changed much since faculty in-service
Off the Record		
Adjournment:		11:20 AM
Next Meeting:	<u>Wednesday – Nov. 4th</u> , 2:00 p.m., EGF #290 (video to TRF #735 & AC13B)	