

Meeting: Shared Governance Council

Date: Thursday, December 3rd, 2015 at 2:00 p.m.

Location: TRF #217

Present: Erin Almlie, Mary Amundson, Dennis Bona, Brent Braga, Ralph Cox, David Christian, Mike Curfman (for Carey Castle), Don Fischer, Kathy Huschle, Shannon Jesme, Shannon Nelson, Linda Samuelson, Dorinda Sorvig, Jodi Stauss-Stassen, Joel Ziegler, Sheila Bruhn, **Guests:** Chad Sperling, Curtis Zoller

Absent: Justin Berry Carey Castle, Jennifer Dahlen, Adam Paulson

Topic	Responsible Party	Discussion/Outcome
Call to Order Add to Agenda	Ziegler Jesme	Meeting called to order at 2:05 p.m. <u>Additions to Agenda:</u> Old Business: None New Business: <ul style="list-style-type: none"> Cloud based storage – Shannon Jesme (item “C”)
OLD BUSINESS		
Charting the Future Evening Programming	Bona Amundson Curfman	A team has been identified, Erin asked a question on 1.1.1 noting the information printed indicated old numbers. This will be researched. Mary asked about the CTF Coordinator position being advertised by MnSCU. Dr. Bona shared what he knew about the position. Surveys are being distributed with a submission deadline of Jan. 8th. Mike shared how the community surveys are being distributed. Emails containing links are being sent out via the Chamber of Commerce, community advisory committee members are completing either paper copies or online surveys, and NCTC Foundation board members received the information. Discussion followed. Recommendations for additional groups for survey distribution <ul style="list-style-type: none"> Area schools Local libraries Radio Gram Watch Newspaper
Marketing	Sperling	Chad provided handouts for SGC members <ul style="list-style-type: none"> YouVisit – virtual tour showcasing the college through an interactive format. <ul style="list-style-type: none"> Tours for both campuses and aerospace site, also online orientation Analytics for tracking are built into site Mobile App (free for first year) Goggles (free for first year) to be used as recruiting tool. \$25,000 investment for first year from marketing budget.

	<p>Sperling</p> <p>Huschle</p> <p>Sperling</p>	<ul style="list-style-type: none"> • Additional marketing strategies: <ul style="list-style-type: none"> - Feature stories are being emphasized - Northland owned digital kiosk <i>potentially</i> will be used in conjunction with YouVisit, if programmable. Considering placing kiosk in Riverwalk Centre near theatres. Discussion followed. <ul style="list-style-type: none"> ○ Concern shared regarding promotion of EGF over TRF. Only hearing about EGF. Need equal campus options for marketing. <ul style="list-style-type: none"> ✓ Potential to utilize existing ‘touch screen’ located on TRF campus for a community location (i.e. theatre) ✓ New digital billboard in TRF is in the works with a January start date. Northland is already on the list.
NEW BUSINESS		
Spring In-Service	Zoller	Curtis outlined the one day January 6th In-service agenda for members. A copy of draft agenda was distributed. Discussion followed regarding timeslots. Members were asked to let Curtis know if there is anything else to cover.
Spring enrollment projections	Curfman Bona	Information regarding spring enrollment projections was provided by Mike. Some numbers were highlighted for review. Dr. Bona shared some perspective on demographics. 17-20 age group, headcount is down, but all other age groups have increased. It was noted that over all headcount was up slightly, but less credit hours are being taken.
	Ziegler Sperling	How do we get the message out to high schools in the area regarding the Liberal Arts program? Chad shared that marketing will start to send out feature stories to high school advisors to keep them informed of our offerings.
	Fischer Curfman	Competition of post-secondary education options. Need to meet and visit with advisors to give them our value. Also noted was that many of the smaller high schools in the area have part-time counselors, if any due to budget cuts.
Cloud Based Storage	Jesme	<p>Cloud based storage is a topic that has been discussed previously. MnSCU is working on negotiations for cloud storage within Microsoft Through a company called <u>One Drive</u>. Concerns noted:</p> <ul style="list-style-type: none"> • MnSCU has 1 number for everyone in MnSCU (Security concern) • Any contract/agreement <i>clicked on</i> has rights that are being signed away for liability/recourse.

ON-GOING ITEMS:		
Policy Review		No policies for review
Budget	Jesme	<p>Northland was notified that we are now on a Financial Recovery Plan. Many MnSCU schools ‘tripped the trigger’ for a recovery plan. There are 7 triggers and ours was 2 years in a row with a net loss.</p> <p>Change in accounting principles nationally (GASB 68) – the change is in how the retirement is reported.</p>
TRF Student Housing Project Update	Bruhn	<p>TRF Student Housing project:</p> <ul style="list-style-type: none"> • Foundation in the process with TRF City for tax exempt financing, • Housing manager job description is at HR for classification, salary range and benefits. • Leasing materials are being worked on <ul style="list-style-type: none"> - Online applications available early spring. - It has not been determined yet what the criteria will be regarding minimum number of credits needed to live in the facility.
MnSCU Framework Metrics	Bona	Full report was sent out last month. Dr. Bona highlighted several numbers. Northland is doing OK in regards to persistence rate of students with color, Pell eligible and completion rate of students with color. Demographics were reviewed noting that the area needing attention is in the 17 to 20 age category. Also noted that the number for age 40 and over is up.
ACTION ITEMS: <ul style="list-style-type: none"> • SENSE/CESSE 	Bona	Moved to next meeting.
Discussion held ‘Off the Record’		Short discussion held.
Adjournment:		3:56 PM
Next Meeting:	February 3, 2016 at 10:00 a.m. TRF Library #217	