

Meeting: Shared Governance Council

Date: Wednesday, October 4, 2017

Location: EGF 290 (TRF 662/AC16)

Present: Dennis Bona, Mary Amundson, Stephen Nelson, Jennifer Dahlen, Linda Samuelson, Shannon Jesme, Carey Castle, Dorinda Sorvig, David Christian, Tracy Boman, Justin Berry, Brent Braga, Carey Castle, Joel Ziegler, and Julie Fenning (recorder).

Absent: Lisa Anderson, Don Fischer, Adam Paulson, Shannon Nelson, and Jodi Stauss-Stassen

Topic	Responsible Party	Discussion/Outcome
Call to Order	Amundson	Meeting called to order at 10:05 am.
Add to Agenda		<u>Additions to Agenda:</u> Old Business: None New Business: Cafeteria and Food Service and Bookstore – Mary Amundson/Stephen Nelson
OLD BUSINESS	ITEMS	
		None
NEW BUSINESS	ITEMS	
Strategic Planning Update	Castle	Carey shared that the staff and community input sessions are complete, and the faculty sessions are scheduled for October 10 th and October 25 th . There will be two sessions offered at different times to accommodate schedules. Carey shared that once the Vision, Mission, and Values are written, he will begin working with a team to write the strategic plan, with the goal to implement by Fall 2018.
Enrollment	Dr. Bona	Dr. Bona shared an update on the current enrollment. Enrollment is lower than projected. Fall enrollment is down 8%. Work is being done to analyze these numbers and see where changes can be made.
Transfer Pathways	Castle	Carey gave a brief summary of the Transfer Pathways project. It began two years ago as a result of a legislative requirement. A working group was established at the system office to work through the process so that Minnesota State college courses and programs would directly transfer to Minnesota State university programs. Northland's Business AS degree has gone through the process. A statewide pathway team for Nursing reviewed the process extensively and determined the current articulation agreement met the educational goals of the students more efficiently than what could be developed by use of a transfer pathway and therefore the request was made and accepted by the pathways coordinating team that Nursing would be exempt from the pathway process and the articulation agreement would remain in place. Currently criminal justice, early childhood, and psychology have all been approved according to the Minnesota State web site. Please contact Carey with any questions about the process.
NSF Grant	Zoller	Curtis Zoller provided an update on the recent National Science Foundation grant. The grant is a collaboration with St. Cloud State University to transfer

Service Learning Update	Dr. Bona	<p>the two-year Imagery Analysis program at Northland directly to SCTU. Curtis provided a handout with more details about the grant.</p> <p>Dr. Bona gave an update on the Service Learning initiative. The website is live, with a few details being updated. Dr. Bona will be making a kick-off video for all students in the near future. Over 30 service agencies have been recruited, with approximately 15 in each community. More can be added if the demand increases. Dr. Bona felt that it was important to fulfill these service agency needs prior to recruiting more. The faculty evaluators have been selected: Michelle Lucia-Ingle on the EGF campus and Shannon Nelson on the TRF campus. They are currently working on finalizing the RCE as well as developing the D2L Brightspace courses. Dr. Bona has scheduled a meeting with advisors to review the final process for students. A temporary service learning coordinator (Julie Fenning) has been assigned to inform students of upcoming service opportunities. She will be working closely with Jason Pangiarella and faculty to help with notifying students of immediate needs. There were several programs that were approved by the Service Learning committee to be exempt from this requirement, as the activities are embedded in a course within the program. This will be updated on the website as well.</p>
Senior Vice Chancellor Ron Anderson Visit	Amundson/ Nelson	<p>Ron Anderson from Minnesota State was on campus to meet with Dr. Bona, the two faculty presidents, academic and student affair leadership, as well as students. He also toured the facilities. Mary discussed her visit with him first. He was seeking input about our concerns and what was important to us, and he was interested in the community and impressed how we brought our academic programs out in to the community. He appreciated the unique collaborations we have with UND. Mary discussed with him the differences in needs between non-metro colleges like Northland and the bigger metro colleges, and how to ensure fairness in supporting all colleges. Stephen shared that he discussed some similar things about funding and how Northland interacts with the community, as well as ideas for the state-wide Meet and Confer committee. Dr. Bona shared that Ron had never been to northwestern Minnesota and was pleased that he was driving the trip in two days to get the full experience. Carey shared that he also met with ASA leadership, and discussed curriculum and transfer issues. Carey shared that aerospace was still a secret to the system office, and that it was good that Ron was able to tour the aerospace site as well.</p>
State of the College	Dr. Bona	<p>Northland will be hosting the State of the College Luncheon on October 19th. The event is organized by the GF/EGF Chamber. Dr. Bona shared he plans to speak on enrollment and new programs, the service learning initiative, and raising money for scholarships, specifically the Engelstad Challenge. He shared that there will be a similar event in TRF in February. If you would like to attend, please RSVP to Julie.</p>
GFAFB Visit	Dr. Bona	<p>NCTC was invited to the Grand Forks Air Force Base to discuss a possible partnership to provide educational opportunities to officers and their families. They will be visiting the EGF campus in the near future. They are currently conducting an educational needs survey and will share the results with us. Dr. Bona feels this is a good opportunity to be creative with program offerings.</p>

Cafeteria and Food Service	Amundson/ Nelson	Faculty shared that they have been hearing several complaints regarding the new cafeteria and food service vendor. Complaints include items like high prices, low food quality, limited menu options, and poor customer service. Shannon shared that she would like all complaints to be emailed to her to address with the food service directors during their monthly meeting. There is also a form in the cafeterias where students and faculty can share their comments. It was agreed that catering seems to be going very well. Another concern was eliminating Styrofoam because of its negative impact on the environment. Vending seems to be up and running well, with only TRF candy machines still needing the card readers.
Bookstore Update	Amundson/ Nelson	<p>Faculty shared that they have heard complaints regarding students receiving the incorrect books for classes, as well numerous complaints about the limited hours. Shannon shared that she is working on internal changes to increase coverage to then increase the bookstore hours.</p> <p>Shannon shared that the first look of the financials from the bookstore project with MCTC has shown that it has been a positive move, with cost savings to Northland and students. Shannon will continue to research ways to improve processes for students through this partnership.</p> <p>Shannon shared that students were recently surveyed regarding their clothing preferences in the bookstore. The items that were popular with students are not the same items that employees have been requesting. The bookstore will now be offering two different clothing lines for students and employees. Employees will be able to go to an on-line portal and choose clothing with the Northland logo. This clothing is a little higher-end than the students were requesting, with multiple options of styles and colors, and with sizes up to 4X. This portal will be open for two weeks during the fall and spring semesters.</p>
Fall In-Service Survey Results	Amundson/ Nelson	Mary reviewed the survey results with the council, which overall were very positive. The results will be attached to these minutes. Faculty were asked about the format of bringing everyone together the first day, and staying on their respective campuses the following day. It was agreed that there was value bringing everyone together in the fall, but due to the risk of the bad weather and dangerous road conditions, it was not necessary for the spring in-service. There was discussion on administration traveling on those days, or establishing a video conference connection when appropriate.
ON-GOING	ITEMS:	
Policy/Procedure		No policies/procedures to review.
Budget Update	Jesme	Shannon will provide a budget update at the November meeting. She is still waiting on data for salary increases and other variables.
Minnesota State Update	Dr. Bona	Dr. Bona shared that along with the Chancellor search, there will be searches for six college presidents this year: Rochester, St. Cloud Technical College, St. Cloud University, Fond du Lac, MN State, and Ridgewater. Mark Carlson, Minnesota State CHRO, will also be retiring in January. Phil Davis of the Campus Service Co-op is also retiring; resulting in disbanding

MSCF Update	Nelson/ Amundson	<p>the Campus Service Co-op, which will be incorporated into the finance division.</p> <p>Mary and Stephen reported that there was a MSCF Membership day in East Grand Forks, and that there would be one scheduled in Thief River Falls next month. They are still waiting on the results from the Supreme Court ruling of Janus vs. AFSCME which is a case that challenges the requirement to pay union dues. Mary wants employees to understand the importance of these fees and how they protect employees. They also shared that Norm Halsa will not be seeking reelection as MSCF Technical Vice President after his term ends, and currently the nominations are open for both MSCF VP positions, with an election to be held next semester.</p>
Information:		
Organizational Chart	Bona	<p>Dr. Bona provided an update on two positions: Aerospace Administrative Assistant – This position is in the search process. ITS 2 – There was a resignation within the IT department. The vacancy will be posted this week.</p> <p>The current organizational chart posted on the website needs to be updated.</p>
Off Record #1		A short discussion was held.
Adjournment		Meeting adjourned at 11:58 a.m.
Next Meeting		November 1, 2017, 2:00 p.m. – 4:00 p.m., TRF 662 (EGF 290/AC16)