

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Meeting: Shared Governance Council

Date: Wednesday, February 24, 2021

Location: Zoom Connection

Time: 2:00 p.m. – 4:00 p.m.

Present: Shannon Jesme, Brian Huschle, Mary Amundson, Stephen Nelson, Mike Curfman, Jodi Stauss, Linda Samuelson, Joel Ziegler, Jeff Bell, Adam Paulson, Justin Berry, Lynette Neppel, Stephanie LeDuc (for Lisa Anderson), Jennifer Dahlen, Shannon Nelson, Dorinda Sorvig, Tracy Boman, and Julie Fenning (recorder).

Absent: Lisa Anderson

Topic	Responsible Party	Discussion/Outcome
Call to Order	Nelson	Meeting called to order at 2:01 p.m. Additions to Agenda: Old Business: None New Business: None
OLD BUSINESS	ITEMS	
Growth Opportunities Work Group	Jesme/ Nelson	Shannon and Stephen provided an overview of the purpose of the work group and the process they will be using. The work group will focus on generating ideas for new academic growth opportunities to share with the new president. The ideas should be easily achievable, utilizing minimal resources. Examples could include a certificate add-on for existing program, and certificates/degrees programs that can utilize existing faculty, equipment, and facilities. The workgroup is made up of faculty leadership, administration, division chairs, director of nursing, and a representative from the business program. Stephen has created a spreadsheet of a compilation of academic ideas generated through the academic master plan and the strategic plan. ACTION: Shannon is asking the workgroup to schedule brainstorming session with your divisions within the next month. Review the spreadsheet for existing ideas to bring forward, as well as any new ideas. ACTION: Stephen will send the spreadsheet out to work group today.
COVID-19 Update	Stauss	Jodi reported that there is a significant increase in COVID cases in Pennington county. The pandemic team is working with both campuses to improve COVID protocol compliance. Face masks usage is down among students and employees. She shared that all employees are empowered to correct any noncompliant activities, or they can be reported to their supervisor to correct. There has been discussion within the pandemic team regarding using CRRSAA funds to hire an employee to monitor compliance at the two campuses. More discussion is needed. Jodi is encouraging faculty to monitor and reinforce the importance of COVID protocols. ACTION: Shannon will email all students and employees regarding COVID protocol compliance. There has been discussion regarding COVID testing after spring break and possibly having more employees walking the hallways and monitoring campuses. Athletes and coaches are tested each week through a contract with Sanford. They are watching closely how athletics is affecting on-campus programs. They have started slowly, with pods practicing twice a week, increasing to four practices a week. These teams

Transition Planning	Jesme	<p>are the pilot groups for bringing activities back to campus. If things go well, we will use this model to bring back other activities next year.</p> <p>Fall schedule – Currently the plan is to have a similar delivery mode for fall semester, including social distancing, class caps, etc. Travel will be impacted for fall semester as well. Jodi also shared that Mike Curfman emailed information regarding Minnesota Vaccine Connector. This is open to MN employees who live outside of Minnesota.</p> <p>The transition team has been meeting reviewing decisions that should be made immediately and those that should wait until the new president is here. Mary Fontes is retiring the third week in July. It was determined that her position, dean of student affairs, will be posted as an interim position July 1 – Dec 31. This will allow the new president to participate in the position review and search for that employee. The athletic administration will remain in that position. Athletic coordinator will continue with the MSCF credit format.</p> <p>Presidential Search Update: The finalists will be announced by the system office on Thursday March 18th. The following week will be the on-campus forums (March 23-26). Community members, employees, students will be invited to the forums as well.</p>
		<p>Shannon provided an update on the CRRSAA funds. There will be \$677,704 for students with exceptional need. She is still waiting for additional guidance for non-Pell eligible students. Shannon will be consulting with the student senates regarding distributing the funds on March 2nd.</p> <p>The institutional funds will be \$3.3 million. Shannon is waiting on additional guidance from the system office regarding how the funds can be spent. Shannon is extending the budget request deadline for a week to allow employees to put in technology requests. Shannon is looking at Stacey to have all technology purchases covered by CRRSSA funds. Shannon is also working to determine if any funds can be used to help the Foundation, looking at the annual maintenance contract, as well as personnel costs.</p>
		<p>Proposed language was brought forward last month. Brian has had discussion with the division chairs. It was determined that more time is needed for discussion. This item will be brought back for the next meeting. Stephen and Mary would like to participate in the conversations.</p>
Division Chair MOU Update	Huschle	
Virtual College Expo Update	Huschle	<p>Nicki Carlson has sent an email to faculty looking for interest in participating in the virtual expo. She has also been working with high school counselors regarding interest, timing, and schedule. Once details have been finalized, she will communicate with faculty to develop the content and schedule. The virtual career expo is tentatively set for April 14th.</p>
NEW BUSINESS	ITEMS	
Master Committee Chart Update	Amundson	ACTION: Julie has been given updates and will post the new chart to the committee web page.
22-23 Academic Calendar	Nelson	Reviewed first draft. No additional comments.

ON-GOING	ITEMS:	
Policy/Procedure		None.
Budget/Facility Update	Jesme	No update was given.
Minnesota State Update	Jesme	Leadership Council this week focused on the budget. Minnesota State is working with legislature to clarify what the CRRSSA funds can be used for and, specifically, that they do not replace appropriation funds to Minnesota State. Workday is the product that was chosen to replace ISRS. The system office is working to identify how Minnesota State can cover the extra cost of the project, without passing it on to the institutions. Shannon also reported that leveraged equipment funds will return next year.
MSCF Update	Nelson/ Amundson	Mary reported that last week were VP open forums. Next week the election opens on Monday morning and closing Friday evening. The Delegate Assembly will be held virtually on April 9. Faculty will notify their respective supervisor if attending. Mary continues to holds open mic meetings every Thursday. Chapter meetings are being held monthly and are well attended in the virtual format. Stephen also is holding virtual meetings monthly. MSCF lobby days have been scheduled via Zoom meetings with state legislators. Faculty are working on a letter writing campaign to Governor Walz, encouraging him to put higher education in the 1B category for the COVID vaccine.
Org Chart Update	Curfman	Justin Berry and Mary Amundson will be on sabbatical next spring semester.
Off Record		Short discussion was held.
		Remove from Beach – ITV Concerns and Strategic Plan
Adjournment	Nelson	3:33 p.m.