

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Meeting: Shared Governance Council

Date: Wednesday, March 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, Lynette Neppel, Jennifer Dahlen, Shannon Nelson, Dorinda Sorvig, Tracy Boman, and Julie Fenning (recorder). **Guests:** Stephanie LeDuc, Bobbie Taylor, and Trisha Stromsodt

Absent: Justin Berry, Lisa Anderson, Brent Braga

Topic	Responsible Party	Discussion/Outcome
Call to Order	Amundson	Meeting called to order at 2:01 p.m. Additions to Agenda: Old Business: None New Business: Hyflex - Faculty
OLD BUSINESS	ITEMS	
Growth Opportunities Work Group	Jesme/ Nelson	Stephen shared that there were good ideas generated from the meetings. The next step is to meet with the work group and start working on reviewing the ideas. ACTION: Julie will schedule this meeting.
Division Chair MOU Update	Huschle	Discussion was held regarding the proposal to add an additional division chair for the Business/Marketing department. Faculty supported the addition of the division chair. Faculty requested that affected faculty be communicated with to ensure they do not have any concerns regarding the move to the new division. More discussion is needed between administration and faculty regarding credits and workload. Faculty requested to review the RCE structure for division chairs. ACTION: Brian will follow up with faculty affected by the changes.
COVID-19 Update	Stauss	MDH is finalizing their recommendation for fall semester. They are discussing three feet social distancing versus six feet in classrooms. There are several students and one full program on quarantine. Designated employees and administrators have been walking the hallways and monitoring entrances for compliance. Faculty are asked to monitor compliance in the classroom. There was an external agency that was removed from the campus due to noncompliance. Administration will send guidance for fall semester to faculty by the end of spring semester. Shannon is working on a press release going out today regarding fall semester start with assurance that fall will be returning to a more pre-pandemic normal. Jodi shared that new CDC guidance states that if individuals are vaccinated, and two weeks have passed, they do not need to quarantine in the event of a close contact.
CRRSAA	Jesme	Shannon has received guidance from Office of Higher Education regarding the start date when the funds could be used. We are able to predate back to start of pandemic, March 13th. Shannon will date expenses back to July 1st as the start of the semester. Pandemic-related expenses prior to July 1st were covered by the CARES funds. Shannon is working on calculating lost revenue and compiling and sorting the budget requests. Shannon's team is reviewing and highlighting requests

		that meet the CRRSSA definition. These items will be reviewed by the Fiscal Committee at their meeting tomorrow. Shannon will bring back to SGC and then to President's Council for final approval. The third round of stimulus funding was just signed. It is being called ARPA. It is looking like Northland will receive around \$5.3 million, half of which will go to students. These funds can be used through September 2023. More information should be coming out soon.
Virtual College Expo Update	Huschle	The virtual career expo is confirmed for April 14 th . Nicki is working with faculty on planning what it will look like in a virtual format.
22-23 Academic Calendar	Amundson	The second draft was reviewed. No additional comments. Approved. ACTION: Julie will have students review and post to the website.
NEW BUSINESS	ITEMS	
Fall In-Service Planning	Huschle	Curtis Zoller is planning the fall in-service, mentoring Shamani Shikwambi. The Academic Program Assessment committee has suggested to have a concurrent session for the programs who have an assessment due. ACTION: Forward any session ideas to Brian or the deans.
Faculty Handbook	Amundson	The faculty handbook will be open for its annual review. Faculty can make any updates and changes now. It is located on SharePoint. ACTION: Brian will open and send the link to faculty.
HLC Update	Huschle	The next HLC review is in 2024. Shannon and Brian are working on an annual report regarding finances and enrollment. Faculty are piloting a new technical program annual assessment tool. The HLC Assessment Academy rubric for ILO is being used by some faculty. Academic affairs will be looking to change the liberal arts program learning outcomes to align with the institutional learning outcomes. This was recommended by the site review team.
Re-alignment of Academic Program Supervision	Huschle	Effective April 1 st , the following programs will be reporting to a new supervisor: <ul style="list-style-type: none"> • TRF Welding, Auto Body, Auto Service will report to Curtis Zoller. • Ag Programs, Farm Op will be reporting to Shamani Shikwambi.
Hyflex	Amundson	"Hyflex" means different things to students, faculty, and administration. A consistent description and common language need to be developed to clarify for students. ACTION: Brian will send a draft of language through division chairs, AASC, and SGC. Faculty requested a representative from the business division in the discussion as well.

ON-GOING	ITEMS:	
Policy/Procedure		None.
Budget/Facility Update	Jesme	No update was given.
Minnesota State Update	Jesme	There is a lot of discussion regarding funds coming from Minnesota State and the State of Minnesota. Shannon is looking into submitting proposals for earmark projects. She has connected with other presidents regarding the process and what these earmarks can mean. There are several opportunities coming down and administration is working with staff and faculty to submit proposals.
MSCF Update	Nelson/ Amundson	Delegate Assembly is on April 9 th . Upcoming elections in April include EGF chapter president, secretary, and SGC member at large.
Org Chart Update	Curfman	Mike thanked faculty for coming to the open forums for the three finalists. The final decision will be announced at the April 20 th /21 st Board of Trustees meeting. Mike shared that there are seven active Northland searches in progress. Time did not permit for details.
Off Record		No discussion was held.
Adjournment		4:03 p.m.