

NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

Meeting: Shared Governance Council

Date: March 23, 2022

Location: Zoom Connection

Time: 10:00 p.m. – 12:00 p.m.

Present: Sandy Kiddoo, Shannon Jesme, Brent Braga, Stephen Nelson, Mary Amundson, Mike Curfman, Jodi Stauss, Linda Samuelson, Joel Ziegler, Jeff Bell, Adam Paulson, Lynette Neppel, David Christian, Tracy Boman, Brian Huschle, Shannon Nelson, Dorinda Sorvig, Stephanie LeDuc, and Julie Fenning (recorder).

Absent: Lisa Anderson

Topic	Responsible Party	Discussion/Outcome
Call to Order	Braga	Meeting called to order at 10:03 a.m. Additions to Agenda: Old Business: None New Business: Northland Town Hall Meeting, Academic Calendar
OLD BUSINESS	ITEMS	
COVID Update	Stauss/Kiddoo	The Minnesota Department of Health telephone conference was canceled. No new updates.
Course Schedule Alignment	Nelson	The software decision will be discussed during the Division Chairs agenda item.
23-24 Academic Calendar	Braga	The 23-24 academic calendar was reviewed and approved. ACTION: Jodi will work with Jason to forward to Student Senate for their review.
NEW BUSINESS	ITEMS	
Course Delivery Modes	Braga/Huschle	Faculty shared that several of their students do not want to return to all on-campus courses. They are still requesting hyflex and zoom options. Brian shared that Northland needs to have options for different types of student learners, including on-campus, hyflex, and online delivery modes, in each subject/discipline. Faculty requested guidelines to help them work on course delivery modes. They would like to have as a topic at an in-service to get input from more faculty. They also shared an idea to have department-specific advising within liberal arts. ACTION: Brian will discuss this idea with student services supervisors for discussion. There was a retirement in advising and the position will not be replaced due to the decline in enrollment. They are redistributing programs among other advisors. Faculty requested a communication regarding updated program advisors. ACTION: Brian will update and share with college community.
Meeting Format for College Meetings	All	Discussion was held regarding the format for SGC and other college meetings. It was determined that the management lead/chair would determine modality based on their group preference.

FY23 Shared Governance Meeting Schedule	Braga/Nelson	The FY23 schedule was reviewed. The SGC will meet in person for the first meeting in EGF and in person for the last meeting in TRF. ACTION: Julie will create appointments and send to the group.
April and Fall In Service Schedule	Huschle	Brian shared that the April 8 th in-service agenda will come out March 31. The August in-service will soon be in planning phase. Brian will be working with faculty professional development coordinators.
HLC Update	Huschle	Brian reported that he is in process of submitting the annual institutional report to HLC. The HLC assessment academy project is wrapping up this year. Next year will be working on developing report for our year four visit.
Faculty Handbook	Braga/Nelson	Faculty leadership will be soliciting feedback from faculty regarding any updates/edits to the faculty handbook. May 1, 2022, for the deadline for changes. Administration will save in PDF format and post to the website.
Division Chair Structure	Huschle	Brian asked for feedback regarding restructuring division chairs. He is looking at changing the duties of the technical program division chairs to doing outreach work with high schools through the Perkins program and eliminating the liberal arts division chair positions. He would hire a MAPE professional to do the scheduling for the college. After discussion, faculty leadership stated that faculty do not support this effort to eliminate division chairs. Dr. Kiddoo stated that more discussion is needed based on this input from faculty. ACTION: Julie will add to the agenda for April.
Town Hall	Braga	Faculty requested a heads-up on what Dr. Kiddoo's message was going to be at the next town hall. Dr. Kiddoo will be sharing the meaning of a comprehensive college, the liberal arts mission, and how it supports technical programs. She will be sharing some ideas on best practices, along with brainstorming bringing community back into the community college.
REPORT AGENDA ITEMS		
Recruiting Events & Marketing Activities	Kiddoo	No additional discussion.
ON-GOING	ITEMS:	
Policy/Procedure Budget Update MN State Update MSCF Update		None None Time did not allow for this item. Time did not allow for this item.
Org Chart Update		Mike reported that several faculty are behind in completing the required training this year. Please reach out to the faculty to encourage them to get these required trainings completed.
Off Record		No discussion was held.
Adjournment		12:00 p.m.