

# NORTHLAND

COMMUNITY & TECHNICAL COLLEGE

**Meeting:** Shared Governance Council

**Date:** September 1, 2022

**Location:** EGF 290 in Person

**Time:** 2:00 p.m. – 4:00 p.m.

**Present:** Jeff Pool (for Sandy Kiddoo), Jodi Stauss, Shannon Jesme, Brent Braga, Dorinda Sorvig, Mary Amundson, Stephanie LeDuc, Linda Samuelson, Jeff Bell, Adam Paulson, Lynette Neppel, David Christian, Tracy Boman, Erin Bulger, Lisa Olson, Trisha Stromsodt, Jenelle Swenberger, Tim Gabor, and Julie Fenning (recorder).

**Absent:** Sandy Kiddoo

| Topic                                      | Responsible Party | Discussion/Outcome  |
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| Call to Order                              | Braga             | Meeting called to order at 2:03 p.m.<br><br><b>Additions to Agenda:</b><br><b>Old Business:</b> None<br><b>New Business:</b> None   |
| <b>OLD BUSINESS</b>                        | <b>ITEMS</b>      |   |
| Plagiarism Issues with OCHS                | Sorvig            | Faculty requested a status update on this item. Jodi shared that Mike Curfman will be managing OCHS and will be addressing this issue. She will provide an update when available.   |
| <b>NEW BUSINESS</b>                        | <b>ITEMS</b>      |   |
| College Governance Structure               | Stauss            | Faculty requested an update on the several changes in administration. Jodi has been appointed interim vice president of academic and student affairs. Stephanie LeDuc is back filling as interim dean of health, public services, and technical programs. In Shamani's absence, Mike Curfman will serve as the interim dean of academic affairs. Michelle Benitt will serve as interim human resources director and Becky Eicher will serve as interim assistant human resources director. These appointments are assigned through June 30, 2022. At this time, Dr. Kiddoo does not plan to post the VPASA position this academic year. |
| Course Cancelations/ Changes for Fall 2022 | Stauss            | Discussion was held on the issues that occurred when administration reduced course offerings this fall. Issues included communication to faculty, student services staff, and students. There was confusion and inconsistencies in messaging. Jodi shared that the process has been reviewed and will be improved going forward. Faculty expressed the desire to be consulted when making course cancelation decisions prior to decisions made.   |
| Spring 2023 class schedule                 | Stauss            | Going forward, the academic deans will be working closely with faculty to develop a list of core course offerings, and then additional sections will be added if necessary. The deans prefer to add classes when needed versus canceling low enrolled courses. They are working on the balance of offering many options for students and making the most efficient decisions with college resources.  |

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| <b>Committee Meeting Schedule</b>              | Stauss | Jodi reviewed the draft college committee meeting schedule. With this format, all committee meetings would be set for the year at set times. <b>ACTION:</b> Julie will make the suggested edits to accommodate the new format of liberal arts courses being 90 minutes. (shift one half hour, 11 does work, 3-4 does work, add Fridays)   |
| <b>Serving More Students listening session</b> | Braga  | President Kiddoo is seeking feedback on forming a faculty-led work group. More clarification is needed. Dr. Kiddoo will address during the town hall.   |
| <b>Program Sustainability</b>                  | Braga  | Faculty asked how the program sustainability process was being used when making budget reductions. Jodi shared that the current program sustainability tool has not been used to its full ability and they are looking at revising the process. The AASC will be involved in this process. <b>ACTION:</b> Jodi will share an update at the October SGC meeting.   |
| <b>Test Proctoring for ITV Classes</b>         | Braga  | Faculty need test proctoring services for their ITV classes. Faculty are to reach out to their dean to make these arrangements.   |
| <b>Town Hall</b>                               | Braga  | Brent requested an option for faculty to ask questions during and after the town hall anonymously. Jodi will look at options regarding a possible survey after the town hall. Also discussed faculty presidents collecting and asking questions from faculty.   |
| <b>REPORT AGENDA ITEMS</b>                     |        |   |
| <b>Recruiting</b>                              | Pool   | Jeff provided an update on his plan for recruiting, which includes pulling back from long distance recruiting and focus on local recruiting and building partnerships with high schools. He plans to reach out to faculty disciplines and have them meet with student services staff to share more about their discipline/program area. This will help recruiters and advisors to better promote and advise in these areas. Brent offered to help facilitate that communication with faculty. Jeff shared that there are several resignations within his department and he is working through a plan for coverage.  |
| <b>Other Updates</b>                           | Jesme  | <p>Altru is no longer providing an athletic trainer. We currently have a temporary employee in that role. Shannon is working on finalizing the contract with a new vendor.</p> <p>The EGF school district is no longer providing food service on the EGF campus. We are self-funding both kitchens. EGF will be closed on Friday. There will be a cooler in the bookstore for grab and go products. They are still working on a process for determining staffing. The kitchen will also be providing head start food services. Reminder to everyone that our kitchens have the first right of refusal for all food requests.</p> <p>With Jason Pangiarella's resignation, Jeff is working on a new vision for student life and student senate. Stephanie and Curtis Zoller will serve as student life advisors. Jeff is working to create a calendar of student engagement activities for the year. Faculty</p> |

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|   |               | requested that there be some activities for students in housing in the evenings and weekends. It was suggested that these students be surveyed for their ideas for activities.                     |
| <b>ON-GOING</b>   | <b>ITEMS:</b> |  |
| <b>Policy/Procedure<br/>Budget Update</b><br><br><b>MN State Update</b><br><b>MSCF Update</b><br><b>Org Chart Update</b><br><b>Off Record</b><br><b>Adjournment</b> | Braga/Sorvig  | None.<br><br>Three days of arbitration in August over the MSCF contract. No update at this time. State MSCF president position is up for election.<br><br>No discussion was held.<br><br>3:50 p.m. |