



Northland Community & Technical College Student Services Meeting Minutes

May 6, 2008

1:30 PM

Room # 421A

Membership: Gail Johnson, Andrea Moses, Rhonda Hettervig, Mary Fontes, Jo Schill, Karla Anderson, Susan Ridley, Ellen Brehmer, Kate Schmalenberg, Karen Meine, Yvette Schneider, Dee Olson, Marna Klug, Pam Schorsch, Susie Harrie, Amanda Johnson, Sandy Bratvold, Niki Brenny, Nic Thompson, Maureen O'Connell, Jennifer Donarski, Shannon Bolden, Cladell Nelson.

Topic	Responsible Party	Discussion/Outcome
Good News	Mary Fontes	Safety: No concerns at this time.
Announcements		<p>Energizing our Frontline Network (May 20-21): It was mentioned if anyone has plans to go to the conference to contact Yvette for hotel reservations.</p> <p>Interview Committee Updates (Dir of FA/D of Stud Dev): We will discuss next week when Mary returns.</p> <p>Registration/Responsibility Disclaimer: We went over the email that Andrea had previously sent out. We all agreed it was a good idea. Students need to read the Responsibility Disclaimer and know when tuition is due. It will help not only with the appeals but should also lessen any confusion the student might have.</p> <p>Nursing Questions: Barb will be attending our next meeting. Please write down all the questions you can think of. You may either email them to me and I can make a list or you can make your own list and bring it to the meeting.</p>
New		New Student Scholarship Application: We have new funds so there is a new scholarship application out. Please read the email Andrea sent out as it will answer questions about the application.

Follow-up		<p>Orientation/Registration: Everything still is running smooth.</p> <p>Suggestions for DARs & ISRS (screens, information, policies A laptop could be brought to the meeting to go through screens, especially the ST1100UG, so more people understand the information there. (tabled)</p> <ol style="list-style-type: none">1. Step by step DARS tutorial:2. ST1100UG screens:
Next Meeting:		Tuesday, May 13th at 1:30