



## Northland Community & Technical College Student Services Meeting Minutes

January 20, 2009

1:30 PM

Room # 301 EGF, # 545 TRF, POLY COM

Topic	Responsible Party	Discussion/Outcome
Good News	Steve /Mary	<p><b>Safety:</b> No new updates.</p> <p><b>STEM promotion ideas:</b> Valley City State University in Valley City, ND had a STEM workshop this past summer. Here is a direct link to the story. <a href="http://www.vcsu.edu/news/news.htm?id=5404">http://www.vcsu.edu/news/news.htm?id=5404</a></p> <p><b>Needs of student services (Ideas for improving communication and professional development needs):</b> No new updates.</p>
Follow-up	Steve/Mary	<p><b>Student Affairs Conference (Feb 5/6 2009):</b> Due to budget cuts there will only be 5 people attending this conference. The list includes <b>Sue Field, Nicki Carlson, Gene Klinke, Kate Schmalenberg, and Ellen Brehmer.</b></p>
Announcements	Mary/Steve	<p><b>Professional Development Opportunities (Strength-based leadership, Microsoft office training and certification, BRIO Training online web-ex-tours, management reports, Front line):</b> What is BRIO? Hyperion (Brio) Is a GUI interface for the ISRS database warehouse with predetermined queries for gathering information. Hyperion (Brio) is typically used by HR personnel. There will be a web-ex to learn about BRIO. The web-ex will be on Wednesday, January 28th at 2:00 p.m. Please let <b>Kari S.</b> know if you would like to attend. She will reserve a room in EGF as well as TRF for everyone to use.</p> <p><b>Submit Ideas for Budget Forum (Jan 26<sup>th</sup>):</b> If you have not submitted an idea for the budget forum you are encouraged to do so. We need your ideas by January 26<sup>th</sup>. You can access the survey through virtual office or by following this link: <a href="http://survey.northlandcollege.edu/budget/ideas">http://survey.northlandcollege.edu/budget/ideas</a></p>

		<p><b>Error in Student Handbook pg 117-States April 30<sup>th</sup> is last day to w/d but it should say May 6<sup>th</sup>:</b> This is for 2<sup>nd</sup> half semester classes.</p> <p><b>International Dessert Day:</b> International Dessert day will be held Wednesday, January 21<sup>st</sup>. If you have not signed up to bring a dessert but would like to do so you can drop it off to <b>Shannon</b> in office 110 by 10 am.</p> <p><b>Online Training:</b> If you have not completed all the required training on D2L please do so. <b>Kari S.</b> will be sending out an attachment containing the information on what training is required by employees to complete.</p>
Area updates	Gene	<p><b>Enrollment management:</b> Due to the budget reduction we will be doing less high school visits than we did this Fall. We will be going to the schools in our immediate area for sure and use other means for contacting the schools we will not be able to visit. Following is a list of schedule visits and events.</p> <ul style="list-style-type: none"> <li>➤ White Earth Underrepresented Conference-<b>Sue F., Gene, &amp; Nicki C.</b></li> <li>➤ Red Lake Career Fair-February 26<sup>th</sup></li> <li>➤ Leech Lake Career Fair-March 10<sup>th</sup></li> <li>➤ NDCA in Bismarck-<b>Pam Schorsch</b></li> <li>➤ DECA Conference in Minot-March 15-17<sup>th</sup>-<b>Nic</b> will be attending</li> <li>➤ Altru's "Here for Life"-March 21<sup>st</sup>-<b>Shannon</b> helped in setting things up</li> <li>➤ DACAC Conference in Minot-Mary 24<sup>th</sup>-<b>Shannon</b> will be attending</li> <li>➤ Grand Forks Home &amp; Garden Show-March 27<sup>th</sup> &amp; 28<sup>th</sup></li> <li>➤ 190 Career Fairs- March 30<sup>th</sup>-April 3<sup>rd</sup>-<b>Nic</b> will be attending</li> </ul>
	Gerald	<p><b>Financial Aid:</b> Is in the process of verifying Fafsa's for the Spring Semester. There have been quite a few new students that applied for financial aid for the Spring Semester. In the near future there will be a lot of high school visits so financial aid can be explained to the parents and potential students. Financial Aid will be disbursed January 27<sup>th</sup> with the aid being applied to the students account on Thursday, January 22<sup>nd</sup>.</p>
	Dean	<p><b>Learning Services:</b> No new updates.</p>
	Rocky	<p><b>Registrar's Office (Registration Update):</b> The registration window was closed as of Friday, January 16<sup>th</sup>. Any changes to student's schedules now need to be made with the instructor's ok. There were very few people on the rcfn list that was sent out January 16<sup>th</sup>.</p>
	Paul/Steve	<p><b>Student Athletics:</b> Men's Basketball is on Wednesday January 21<sup>st</sup> at Central Lakes at 8pm. The Women's Basketball team will play January 21<sup>st</sup> at 6 pm at Central Lakes. The next game for men and women will be on Saturday, January 24<sup>th</sup>. They will be at Hibbing and the men will play at 3 pm with the women play at 1 pm.</p> <p>Results from previous games:</p>

		<p><b>Men's Basketball:</b>  1-16 Vermilion L 88-91  1-17 Mesabi Range W 69-55</p> <p><b>Women's Basketball:</b>  1-16 Vermilion W 81/60  1-17 Mesabi Range L 74-81</p> <p>The NCTC Intramural sports for EGF will start on January 21<sup>st</sup>. There will be soccer, basketball, volleyball, and weight lifting available.</p>
New		<p><b>Fire/Paramedic Program:</b> We still have all of the Fire Tech options but the Paramedic program has been redesigned to be called a Firefighter/Paramedic program at 72 credits. Also in the future we are moving forward with a 60 credit Intensive Paramedic Program. For students who have started the Fire program they can still continue with the curriculum.</p> <p><b>Budgets-non personnel:</b> With the budget deficit we will be facing now is the time to cut down on costs. Use what you need and get by with what you can.</p>
Campus Related Issues: 15 minutes		<p><b>EGF: Administrative Support Service Learning Students are coming-5 hours per week:</b> Students will be coming in and starting their hours. Before they work they need to view a confidentiality slide show that is set up at the 3 computers in Student Services.</p> <p><b>TRF:</b></p> <ol style="list-style-type: none"> <li>1. It was discussed about billing charges for students who do not return athletic equipment. All student athletes will be charged for any items not returned to athletic department. This may lead to holds on students' records and/or inability to register for classes.</li> <li>2. It was discussed about students travelling on their own for club activities. Students should sign a waiver for travelling on their own for club sponsored activities.</li> </ol>