

College-wide Shared Governance Councils Proposal Summary 2024-2025

Last Updated 1/2/26

| Submitted by: | Date 1st Proposal | Date 2nd Proposal | Proposal Topic: | College Council | Learning Council | Student Success Council | Finance, Facilities, & Technology | President Decision | Date of Completion | Link to Proposal |
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| Karleen Krogfoss | 9/6/24 | | D2L Grades – Automatic 0 for missing | | Karleen presented a proposal to turn on the new feature in D2L to automatically enter a zero if the due date is not met. This will keep student grade book up to date. Recommend for approval | | | Approved | 9/6/2025 | D2L Grade feature update.pdf |
| Julie Fenning | 9/12/24 | | College Events Web-based Calendar Tool - | Recommended for Approval | | | | Approved | Completed Spring Semester 2025 | College Events Calendar Tool.pdf |
| Joel Ziegler | 9/12/2024 | 1/17/2025 | Epoxy coating on floors in welding, automotive, and autobody in TRF | | | | Request additional info and costs 9/20/24 Recommend for approval 1/17/25 | Approved if budget is available at year end | Summer of 2025 | Epoxy Coating on Floors.pdf |
| Julie Fenning | 9/12/24 | 2/14/25 | Faculty Caring Campus | Recommend for further review with final recommendation at Dec meeting 11/11/24 Recommended to add 6 faculty Caring Campus Commitments to the new faculty on-boarding process and the faculty handbook 2/14/25 | | | | Approved | Workgroup is in process of developing employee handbook - LEAD - Interim VP of Human Resources and Technology | Faculty Caring Campus.pdf |
| Linda Samuelson | 9/19/24 | | Review Procedures during Lockdown and Other Drills | | | | Recommend sending to Safety Committee for review 9/20/24 | Approved | 9/20/2024 | Lockdown Drills.pdf |
| Linda Samuelson | 9/19/24 | | Communication of Technology Breakdowns | | | | Recommendation to ask Faculty to notify IT as soon they are aware of an issue and IT will communicate with faculty if going to be an extended period of down time. 9/20/24 | Approved | 9/20/2025 | Tech Breakdowns.pdf |
| Derek Lewis | 9/19/24 | | Northland Community Communication Center | | | | The council recommended moving forward with changing 622B to a Student Communication Center 9/20/24 | Approved | 9/20/2024 | Northland Community Communication Center.pdf |
| Clinton Castle | 10/1/24 | | Campus Hospitality Rooms | | | | Approved to form team to look at spaces and create a final proposal for the Council. | Team is still working on the final proposal | Marketing/Recruiting will implement the use of the space for FY26 | Campus Hospitality Rooms.pdf |
| Clinton Castle | 10/1/24 | | Use of EGF 570 for temporary lab and classroom | | | | Recommend for approval | Approved | 1/15/2025 | 570 Temp Lab-Classroom.pdf |
| Kirsten Michalke | 10/1/24 | 11/5/24 | Mental Health First Aid certification | Recommend for approval 11/11/24 Recommend providing training sessions for employees Spring 2025 | | | | Approved | Spring 2025 | Council Proposal 1_MHFA.pdf Council Proposal #2 - Mental Health First Aid Training.pdf |
| Julie Fenning | 10/4/24 | | Polk County Sheriff Lease Request for Remote Dispatch Site | | Discussion regarding the proposal, unanimous vote to move forward with the lease. | | Discussed and not recommended 11/15/24 | Did not approve | n/a | Polk County Sheriff.pdf |

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| Derek Lewis | 10/4/24 | | Eliminate Accuplacer for Course Placement | Learning Council voted to support of the proposal and recommends the proposal is handled at AASC for approval and implementation. | Approved | Apr-25 | Eliminate Accuplacer for Course Placement.pdf |
| Linda Samuelson | 10/8/24 | | Research into 8-week scheduling for Liberal Arts Program | 5/2/25 recommendation to formally establish an 8-week work group to study this further | Approved | Work Group is meeting; includes Dean of Liberal Arts and Lib. Arts Division Chairs | 8 Week Scheduling Liberal Arts.pdf |
| Rebecca Johnson | 10/14/24 | 10/14/24 | History, Heritage, & Awareness Calendar | 10/25/24 The Student Services Council recommended to move the History, Heritage, and Awareness Calendar forward for approval by the president. | Approved | Oct-24 | History, Heritage Awareness Calendar.pdf |
| Linda Samuelson | 10/25/24 | | Maintenance of Faculty Handbook | 3rd Reading - Katlyn will lead the Employee Handbook process and will call a team meeting in Spring 2025. Team includes: Katlyn, Heather K., Chad, and Michelle B. | Approved | Workgroup is in process of developing employee handbook, which will include an appendix with the Faculty Handbook - LEAD - Interim VP of Human Resources and Technology | Faculty Handbook.pdf |
| Linda Samuelson | 10/25/24 | | Faculty Review of D2L Course Shell | There is a document on the D2L website with a list of add-on features available for purchase. Faculty are requesting assistance in exploring these advanced features to see if they are worth purchasing for Northland. The eLearning committee used to explore these things. The Learning Council will in the new committee/council model. ACTION: Karleen will share this list with the Learning Council. | Approved | 2/7/2025 | Faculty Review of D2L Course Shell.pdf |
| Lisa Bottem | 10/30/24 | | Consumer Information Review and Workgroup | 11/15/24 The proposal was to form a workgroup to manage the required annual reports and create an organized process to ensure compliance. Proposed group: Cory Feller, Sarah Dorn, Rachel Larsen, Lisa Bottem. | Approved | Completed 9/16/25. https://www.northlandcollege.edu/about/consumer-information/ | Consumer Information Review and Workgroup.pdf |

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| Sara Johnson | 10/31/24 | Eliminate the Accuplacer barrier for students. | | The goal to get final recommendation and academic changes to AASC by April for minor changes. Planning to remove Accuplacer requirement for students ASAP. Fall 2025 or Spring 2026. ACTION: Sara will schedule the work group to work on AASC documents for February or April meeting. | Approved | Apr-25 | Elimination of Accuplacer.pdf |
| Stephanie LeDuc | 11/4/24 | Salesforce | | Recommend for approval 11/15/24 | Approved | Purchased 11/2024 | Sales Force Training.pdf |
| Clinton Castle | 11/25/24 | Request for extended Library Open hours to be the same as campus open hours. This request is for both EGF and TRF campuses | | Council wanted more information 12/13/24 Extended hours approved by another council, options for extended check out recommended by council 1/24/25 | Approved | Recommend for approval 1/17/25 Trial during finals fall semester 2024 | Extended Library Hours.pdf |
| Clinton Castle | 11/25/24 | Combined the student use room and sensory room on both main campuses and rename the room to wellness room. In EGF the wellness room will be located where the current sensory room is (room 140. In TRF the wellness room is recommended to move to room 255b within the Library. | | Council wanted more information 12/13/24 Removed, being reviewed by another council 1/24/25 | Approved | Recommend for approval 3/21/25 Completed Mid-October 2025 | Student Wellness Room.pdf |
| Linda Samuelson | 11/27/24 | Consideration of Timing for Drills | Learning Council voted to recommend that this proposal goes to Facilities, Finance & Technology Council. | | Approved | Recommend to change fall drills to 10:50 and spring drills to 1:20. 1/17/25 Jul-25 | Timing of Safety Drills.pdf |
| Shari Olson | 12/9/24 | Naming Women's Locker Room after the First Women's Coach and Athletic Coordinator/Director | Recommend proposal moves forward. | | Approved | Plague orderd 12/25 - Naming ceremony and installation 1/31/26 | Naming Womens Locker Room.pdf |
| Julie Roisland | 12/24/24 | Streamline Test Out/CPL Process | Unanimously recommends that the President implements MyCPL and we begin training faculty and staff on how to use it. Until MyCPL is live, we minimally edit the current form to ensure the Registrar signs off before charging a student. | | Approved | We have implemented myCPL for courses & faculty, Feb. 2025 | Streamline Test Out-CPL Process.pdf |
| John Fields | 1/22/25 | Strategic Enrollment Plan | Recommend moving forward using all the ideas captured in the Grow Enrollment event (Sept/Oct. 24). Support a paid facilitator; co-leads: Chad S. and Sara J. Shari will work in the design of next steps and support the activities to facilitate the completion of a SEM Plan for Northland. First meeting will be in March. | | Approved | Summer of 2025 | Strategic Enrollment Master Plan.pdf |
| Dorinda Sorvig | 1/23/25 | Offer the AA degree and two transfer pathways as a bridge for Global Military Learning Network | Unanimously recommends that the President support the bridge program and move it forward to AASC for implementation. | | Approved | Spring 2025 | Global Military Learning Network.pdf |

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| ADawn Nelson | 1/26/25 | 1/26/25 | CTE Nomenclature | | Unanimously recommends that the President support this work and move it forward for fine tuning and implementation. | Approved | Moving forward with a Proposal to the Learning Council to create a CTE Advisory Board for the College. January 2026 | CTE program nomenclature 2nd Review.pdf |
| Debra Beland | 2/13/25 | | Up to Date Computer/Laptop support on handout and website | | | Approved | Recommend for approval 3/21/25 | 4/1/2025 Laptop Handout.pdf |
| Joe Griffin | 2/19/25 | | 6 Signs identifying Training Programs above garage doors on eastside of campus in TRF | | | Approved | Recommend for approval 2/21/25 | Signs Identifying Programs.pdf |
| Stacey Hron | 4/16/25 | | Purchase HPE-Virtual Infrastructure | | | Approved | Information shared 4/18/25 | 4/4/2025 Purchase Virtual Infrastructure.pdf |
| Stacey Hron | 4/16/25 | | MyNCTC Mobile App | Shared information at 5/9/25 meeting | | Approved | Recommend discontinue 4/18/25 | 5/31/2025 MyNCTC Mobile App.pdf |
| Justin Berry | 4/16/25 | | Update and Improve EGF disc golf course signage | | | Approved | Recommend for approval 4/18/25 | Completed September 2025 EGF Disc Golf Signage.pdf |
| Karleen Krogfoss | 4/17/25 | | MinnState proposed D2L nav bar changes | | 5/2/25 Information shared on nav bar in D2L. Update to a universal look taking place on May 16th | Approved | | 5/15/2025 Proposed D2L nav bar changes-attach.pdf |
| Caleb Curfman | 4/25/25 | | Student Achievement Day | | 5/2/25 recommendation to move to the president for approval and Caleb to lead the process and create a committee. | Approved | | Student Achievement Day Presentation planned for Jan. 7, 2026 Faculty In-service Student Achievement Day.pdf |
| Kirsten Michalke | 5/1/25 | | International Flags at EGF and TRF Campuses | | 5/9/25 recommended to move forward to the president for approval. Kirsten to lead the process in collaboration with the Advancing Equity Committee. | Approved | | Advancing Equity Committee is working on a recommendation to the College Council International Flags.pdf |