

North Dakota Community College Consortium

September 2, 2004 • 8:00-9:20 am

Meeting Minutes

Members Present: **Carol Cashman, Wayne Boekes, Art Rude, Doug Darling, Randy Olson, Donna Gutschmidt, Larry Brooks, Bob Underwood, Diane Anderson, Helen Overbo, Helen Bell, John Richman, Jeremy Carney- Chair**

Members Absent: Linda Fink

AGENDA

1. Call to Order

The meeting was called to order at 8:00 am by Jeremy Carney.

2. Approval of Minutes - June 2, 2004

There were no additions or corrections. Randy Olson moved to approve the minutes of June 2, 2004. Helen Overbo seconded the motion. Motion carried.

3. Treasurer's Report

- Toni reported there have been no expenses since the last meeting.
- Appropriated fund balance is approximately \$1300.
- A check request has been submitted to transfer funds to Wahpeton.
- Ctec funds have not been received..

Discussion:

- It was requested that Wayne Boekes communicate to Ctec that funds should go to Wahpeton.

4. Old Business

None.

5. New Business

a. Fall IVN Discipline Meetings (Oct 28 and Dec 2). We need to identify disciplines! (English Criminal Justice and Biology in past.)

Discussion:

- Did English and Biology want follow up meetings?
- Art Rude stated that math teachers do have a dialog in place that takes place each fall.
- Wayne Boekes and John Richman recommends **Nursing**. Everyone in agreement.
- Carol Cashman suggests to present discipline meeting opportunity at the next department chair meeting to get feedback. The other campuses can do the same. Follow up with e-mail, then determine.
- Jeremy Carney proposed that each campus survey department chairs to determine the discipline for the scheduled December 2, 2004 discipline IVN meeting. All agreed. Responses are to be ready for the November meeting.
- The October 28, 2004 discipline meeting will be for nursing. Jeremy Carney will talk with Marsha Trom at NDSCS
- Larry Brooks asked if the IVN time could be moved earlier or later. Carol Meehan will check to see if any two hour time blocks are available on October 28, 2004.

b. Spring IVN Discipline Meetings (Feb 10 and Mar 10)

No discussion.

c. Great Teacher Seminar Update - Carol Meehan

- Request for brochure or publicity materials. Carol will send similar materials as last year to each campus for distribution as soon as possible.
- Reminder that it is strategic in who is sent to the Seminar. We will also need 4-5 facilitators.

d. Traveling Workshop Update - Carol Meehan

Reviewed dates and procedure for Active Learning and Classroom Assessment Workshop by Chuck Bonwell.

April 4 - NDSCS

April 6 - LRSC

April 8 - MSU-Bottineau

April 12 - WSC

April 14 - BSC

e. Mini-grant Update - NDCCC Executive Committee

- Jeremy stated the committee was reviewing the application tool. Most are satisfied with the application. The committee will next review the selection process and scoring.
- There may be very little money this year for mini-grants.

Discussion:

- Carol Cashman suggested to “trim down” or make grants more competitive so that they can be offered again this year. It was well received on BSC campus.

f. Other Business

- Planning meeting : May 24-25, 2005 at Devils Lake (noon-noon).
- Donna Gutschmidt asked if funding could be made available for some facilitators to attend the National **Great Teachers Seminar** June 19-23, 2005 in North Carolina. Jeremy stated the NDCCC budget has been set and questions where the money would come from. It was agreed that this topic would be tabled until “we see how things [financially] shape up” during the year.
- Discussion focused on how much was last year’s Great Teachers Seminar stipend. Carol will check and let know committee know the amount per person.
- Discussion focused on how many people can attend the Great Teachers Seminar. It was agreed that 30 participants and 4-5 facilitators would be ideal. There are 37 rooms reserved at Twin Oaks.

6. Adjournment

Jeremy adjourned the meeting at 8:37 am.

NEXT MEETING IS **NOVEMBER 4, 2004 • 8:00-9:20 am**

Respectfully submitted,
Carol Meehan, NDSCS