

**North Dakota Community College Consortium**

**November 4, 2004 • 8:00-9:20 am**

**Meeting Minutes**

Members Present: **Carol Cashman, Art Rude, Doug Darling, Randy Olson, Donna Gutschmidt, Larry Brooks, Bob Underwood, John Richman, Jeremy Carney- Chair, Linda Fink**

Members Absent: Wayne Boekes, Diane Anderson, Helen Bell, Helen Overboe

**AGENDA**

**1. Call to Order**

Due to technical difficulties, the meeting was called to order at 8:15 am by Jeremy Carney.

**2. Approval of Minutes**

Minor corrections to the minutes were made by e-mail after the last meeting. A revised copy was not e-mailed to members. John Richman moved to approve the minutes of September 4, 2004. Carol Cashman seconded the motion. Motion carried.

**3. Treasurer's Report**

Williston was not online. Treasurer's report tabled.

**4. Old Business**

October 28 Discipline Meeting - not used.

**5. New Business**

**a. Discipline Meetings**

**December 2**

**February 10**

**March 10**

At the last meeting, Jeremy Carney asked each campus to survey department chairs to determine the discipline for the scheduled December 2, 2004 discipline IVN meeting. Responses were to be ready for our November meeting. Campuses reported:

BSC - No interest

LRSC - No feedback received

MSU-B - No interest

WSC - Not available

NDSCS - No interest

Jeremy asked if we should continue Discipline meetings and for counsel from the group. Discussion concluded with Linda Fink (NDSCS) proposing to use December 2, 2004 for a discussion between NDSCS Architectural Drafting department and BSC Power Plant department. The topic would be to discuss similarities of programs with their online classes. Linda Fink will contact Mike Holman.

Carol Cashman contributed that the discipline meetings might be used as a discussion for online teaching and open to anyone interested. That is, instead of individual departments using the time, select a topic question that applies across disciplines and open the meeting to all interested individuals.

**b. Great Teachers Seminar Update**

Jeremy asked for a report from each campus on current registrations.

LRSC - 8 people  
BSC - 4 people and 2 possible  
MSU-B - 2 interested  
NDSCS - none  
WSC - off air

Carol Cashman asked if “outsiders” would be able to attend the seminar, dependent on space availability. Group concurred. These individuals will be “wait-listed.”

Jeremy asked each campus to provide one facilitator.

**c. Traveling Workshop Update**

No updates or discussion on Traveling Workshops.

Question was raised if NDCCC would partner with Wayne Kutzer, State Director, Department of Career and Technical Education at the all state service conference in August 2005 for the purpose of sharing the cost of a high quality speaker. A benefit of this collaboration would be the relationship building between secondary and post-secondary education.

Members conferred that Wayne Kutzer and other interested parties should be invited to the scheduled March meeting to discuss this proposal.

**d. Mini-grant Update - NDCCC Executive Committee**

- Jeremy reported that the application is good.
- Carol Cashman, Donna Gutschmidt, and Jeremy Carney will evaluate the process via e-mail or a separate meeting.
- Currently there is no money budgeted for mini-grants.

**e. Other Business**

- It was asked if the NDCCC funds had been transferred to Wahpeton from Williston. At this time, no funds have been transferred.
- It was asked and agreed to have another meeting the first week of December. Carol Meehan will check for available IVN time and notify members of result.

**6. Adjournment**

Jeremy adjourned the meeting at 8:34 am.

Respectfully submitted,  
Carol Meehan, NDSCS