

**North Dakota Community College Consortium**  
**November 5, 2009 • IVN**

**1. Welcome and Roll Call**

Dave Rydell	NDSCS	2006	Present	Dave.Rydell@ndscs.edu
<b>Charlotte Schuler</b> , Vice Chair	NDSCS	2007	Present	Charlotte.Schuler@ndscs.edu
Harvey Link	NDSCS	2008	Present	Harvey.Link@ndscs.edu
Larry Brooks	DCB	2004	Absent	Larry.Brooks@dakotacollege.edu
Colette Schimetz	DCB	2007	Present	Colette.Schimetz@dakotacollege.edu
Jacklyne Lippert	BSC	2009	Present	Jacklyne.Lippert@bsc.nodak.edu
<b>Art Rude</b> , Chair	BSC	2004	Present	Arthur.Rude@bsc.nodak.edu
Drake Carter	BSC	2008	Absent	Fred.Carter@bsc.nodak.edu
Dick Olson	LRSC	2006	Present	Dick.Olson@lrsc.nodak.edu
Rick McAllister	LRSC	2008	Present	Rick.McAllister@lrsc.nodak.edu
Doug Darling	LRSC	2004	Absent	Doug.Darling@lrsc.nodak.edu
Steve Grunenwald	WSC	2008	Present	Steven.Grunenwald@wsc.nodak.edu
Diane Anderson	WSC	2004	Present	Di.Anderson@wsc.nodak.edu
Wanda Meyer	WSC	2009	Present	Wanda.Meyer@wsc.nodak.edu

**2. Call to Order – Art Rude President**

The meeting was called to order at 8:00 am by President Art Rude.

**3. Minutes – September 3, 2009 Meeting**

Corrections to September 3, 2009 minutes: Diane Anderson and Wanda Meyer were present at the meeting.

Colette Schimetz moved to approve the September 3, 2009 minutes as corrected. Dave Rydell seconded the motion. No discussion. **Minutes approved.**

**4. Treasurer’s Report – Carol Meehan**

Art Rude presented the Treasurer’s Report at the CTEC meeting. Presentation of the Treasurer’s Report needs to be improved. Some college presidents were concerned with the income/balance. Carol Meehan and Harvey Link will meet with President John Richman to resolve this issue.

Dick Olson moved to approve the November 5, 2009 Treasurer’s Report with the Chair’s directive to change the presentation. Rick McAllister seconded the motion. No discussion. **Treasurer’s Report approved.**

**5. Old Business**

**a. Great Teachers Retreat in Medora**

No report.

**b. Executive Committee Meeting**

**i. Committee Minutes**

Eleven proposals were submitted. Nine proposals were accepted to receive an award. A total of \$9,475 was awarded. All nine award recipients were from Dakota College at Bottineau.

**ii. Suggested Rubric**

Char Schuler submitted a rubric to help standardize the evaluation process.

Discussion:

- Rubric can help eliminate bias especially when there are more applications than money.
- Awards would be given based on merit and quantitatively ranked.
- Each category needs a number associated with it or a number scale with a descriptor.  
For example: 1-2-3 where 1 equals does not meet, 2 equal somewhat meets, and 3 equals fully meets.
- Not comfortable with 3 rankings, need more flexibility. For example: a graduated scale of 5 with 0 as no credit.
- Last 2 questions on form can be used as tie breakers.
- Rubric can also be used on the group applications. Wording may be changed to past recipient of an individual and/or group application.

**Char will update the rubric form incorporating the comments for the January 14, 2010 meeting.**

**iii. Review of award deadline dates**

Executive Committee will meet December 3, 2009 for the December 1 Group Application Deadline. Carol Meehan will distribute the group applications to executive committee members on December 2, 2009 via e-mail.

The next Individual Award Deadline is February 18, 2010.

**iv. Executive Committee membership**

If an executive committee member submits an application, should a different representative for that committee member be on the committee so that an uninhibited discussion can proceed? If so, should this issue be stated in the Operating Procedures document?

Consensus: Yes.

Dave Rydell will represent NDSCS at the next Executive Committee meeting.

The Executive Committee membership will remain the same for the Group Application Awards.

**c. CTEC – Art Rude**

Art Rude attended the October 22, 2009 CTEC meeting. It was a face-to-face meeting. Other CTEC meetings are on Wimba.

**i. Involvement of Native American Schools**

It was suggested that the Native American Schools be included with the NDCCC membership.

Discussion: None

**ii. Representative from Higher Ed (University System Representative)**

Discussion:

- Vice Chancellor leads CTEC.
- Should there be more communication between NDCCC and CTEC?
- Wayne Boekes, BSC, was NDCCC's unofficial liaison to CTEC.
- NDCCC representative need not attend every CTEC meeting, but keep communication current.
- NDCCC Chair should be the representative to CTEC meetings.

**iii. Changes in possible funding (balanced budget).**

Please see discussion under the Treasurer's report.

**d. Website**

No discussion.

**e. Review Operating Procedures Document**

The document will be voted on at the annual meeting.

**f. Other Old Business**

Location for the annual meeting will either be in Wahpeton or Williston. A decision will be made at the January 14, 2010 meeting.

**6. New Business**

None.

**7. Call for Adjournment**

Art Rude adjourned the meeting at 9:16 am.

Respectfully submitted,  
Carol Meehan

January 14, 2010	NDCCC Meeting (IVN) 8:00 - 9:20 am
February 15, 2010	Faculty Development Professional Award application deadline for individuals
March 4, 2010	NDCCC Meeting (IVN) 8:00 – 9:20 am
May 18-21, 2010	ND Great Teachers Seminar, Medora, ND
May 26-27, 2010	NDCCC Annual Planning Meeting, Location TBD