

1. Welcome and Roll Call

Dave Rydell	NDSCS	2006	Present	Dave.Rydell@ndscs.edu
Charlotte Schuler , Vice Chair	NDSCS	2007	Present	Charlotte.Schuler@ndscs.edu
Harvey Link	NDSCS	2008	Present	Harvey.Link@ndscs.edu
Larry Brooks	DCB	2004	Present	Larry.Brooks@dakotacollege.edu
Colette Schimetz	DCB	2007	Present	Colette.Schimetz@dakotacollege.edu
Jacklyne Lippert	BSC	2009	Present	Jacklyne.Lippert@bsc.nodak.edu
Art Rude , Chair	BSC	2004	Present	Arthur.Rude@bsc.nodak.edu
Drake Carter	BSC	2008	Present	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 – May Meeting

Drake Carter moved to approve the May 27-28, 2009 minutes. Rick McAllister seconded the motion. No discussion. Minutes approved.

4. Treasurer’s Report – Carol Meehan

Harvey Link moved to approve the June 30, 2009 Treasurer’s Report. Larry Brooks seconded the motion. No discussion. Treasurer’s Report approved.

5. Old Business

a. Great Teachers Retreat in Medora

Carol Meehan reported that David Gottshall will be the facilitator; an agreement has been signed with the Medora Foundation for facilities, rooms and catering; a new registration form is on the website; and a new flyer was sent to the committee. This year’s North Dakota Great Teachers Seminar is for participants only.

b. Review Operating Procedures Document

Art Rude presented a proposed NDCCC Operating Procedures (Constitution) for review. After review, the proposed document will be voted on for approval, then put on the website. Red text designates Art’s suggested changes and text in parenthesis is the original/old language.

Discussion

1. Title change from ‘Operating Procedures’ to ‘Constitution’.
2. Purpose directly stated by using ‘The’.
3. Editorial change from a comma to a period.
4. Stronger statement by removing ‘our’ to ‘Goals’ for the NDCCC. . .
5. Minot State University Bottineau will change to Dakota College at Bottineau.
Eliminate all links and underlining associated with the colleges.

6. Last paragraph on the first page: change wording to/from. According to the NDCCC May 2009 meeting minutes, the NDCCC Chairperson is the liaison from NDCCC to CTEC. Change chairman to chairperson.
7. Section B Organization. All other references are committee.
8. Terms (project director, coordinating committee, executive committee) need to be defined as they are reference throughout the document.
Larry Brooks will clarify these terms for presentation at the November meeting.
9. What to do with Section D Project Director?
Is this Carol Meehan's position? This wording may have come from when Eddie Dunn was the executive director of CTEC and now it is more of a self-directed organization. The project director is probably now more closely associated with Carol Meehan's position. However, it is not necessarily consistent with what she does and may need further changes.
Carol Meehan will modify Section D for presentation at the November meeting.
10. Section B Terms.
This section is a concern and may take several meetings to determine appropriate terms.
 - More faculty involvement is needed and desired.
 - 4- year terms with ½ of the faculty membership rotated every other year. Representative could be reselected after a two year period of absence.
 - New and outgoing representatives be present at the annual planning meeting in May.
 - Ensuring turnover is main concern.
 - A small campus may have a harder time getting rotation of faculty representation.
 - Small campus may be limited due to number of faculty; benefits both ways; continuity, but not forever, also brings closure.
 - Administrative structure is different on each campus. Is it always the chief academic officer for the administrative representative?
11. Section C – second to last sentence: CTEC liaison eliminate. The project director will not have a vote.
Project Director language may change.
12. Amendments.
Change 'These by-laws' to 'This constitution'. Add two thirds to majority.
 - **Add sentence:** Amendments must be submitted at least one meeting in advance of a vote.
13. Section G Removal.
Again - reference to Executive Director for CTEC.
14. Include statement that document is reviewed every 5 years.
15. Section C.
Clarify term 'executive committee.'
Currently the Vice Chair assumes the Chairperson position the following year. This language is not present in the current document.
16. Replace 'vocational and technical education' (paragraph 1 under Purpose) with 'Career and Technical Education'.

c. CTEC – Art Rude

The last CTEC meeting was June. NDCCC was on the agenda. Art Rude was not available to attend the June meeting. He will attend the next scheduled CTEC meeting.

d. Website

Please e-mail Carol Meehan all comments for improving the NDCCC website by September 18, 2009. Carol Meehan will then work with Kayla to implement the changes. This procedure will help prevent Kayla getting 'bombarded' with suggestions/competing suggestions/duplicate suggestions.

e. Other Old Business.

None.

6. New Business

a. International Great Teachers Workshop (attachment)

Carol Cashman (BSC) and Wendy Pank (BSC) have attended the International Great Teachers Workshop. It has been suggested that North Dakota host the event in 2013. Wendy Pank has volunteered to be the event director. Preliminary planning has begun.

b. Other New Business

It was requested at the annual planning meeting that the annual dues formula be presented. Carol Meehan e-mailed members the formula with current numbers.

- Drake Carter moved to use the current formula for fiscal year 2010, but review the formula over the coming year to make any necessary changes. Harvey Link seconded the motion. No \ discussion. **Motion approved.**

October 1, 2009 – Deadline for Faculty Professional Development Awards

October 22, 2009 – Executive Committee meeting to review Faculty Professional Development Awards applications.

November 5, 2009 – Next NDCCC meeting.

*Please let Carol Meehan know who your executive committee member will be for the October 22, 2009 meeting.

- Chairperson – Art Rude BSC
- Vice Chairperson – Char Schuler NDSCS
- Steve Grunenwald – WSC
- LRSC
- DC-B

The meeting ended at 9:20.

Respectfully submitted,
Carol Meehan