Minutes
College Technical Education Council (CTEC)
Via Wimba
October 16 2008, 9:00 a.m.-12:00 p.m.

Members Present:
   Dr. Marsha Krotseng, Vice-Chancellor for Strategic Planning and CTEC Executive Director
   Dr. Mike Bower, President, LRSC
   Dr. Ken Grosz, Dean, MiSU-B
   Dr. Mike Hillman, Vice-Chancellor for Academic and Student Affairs
   Mr. Wayne Kutzer, Director of Career and Technical Education
   Dr. Joe McCann, President, WSC
   Dr. John Richman, President, NDSCS
   Dr. Larry Skogen, President, BSC

Also Present:
   Gina Padilla, NDUS.

Dr. Krotseng called the meeting to order at 9:00 a.m. via wimba.

Approval of September 5, 2008 CTEC Minutes
Dr. Krotseng presented the minutes of the September 5, 2008 CTEC meeting for the council’s review. It was moved by Dr. Richman, seconded by Dr. Bower, to approve the minutes of the September 5, 2008 meeting. The council voted to unanimously approve the September 5, 2008 CTEC minutes.

Announcement of Potential New Programs
Dr. Hillman has not received any potential new program requests and asked the CTEC members if they had potential new programs they would like to announce. There were no announcements at this time.

Marketing Initiative update – Debra Anderson
Dr. Krotseng said Ms. Debra Anderson has been working with the PAC members to review the submitted RFP’s. The council discussed if funding has been found for this initiative. Dr. Richman suggested the council explore using workforce enhancement funds for the statewide marketing initiative.

College Access Challenge Grant update – Dr. Krotseng
Dr. Krotseng has been conducting interviews for the College Access Challenge Grant Director position and expects to name the Director soon.

Internships – Dr. Krotseng
Dr. Krotseng said she had heard references to the increasing need for internships at recent state meetings. She said some of the CTEC campuses have connected with the Operation Intern program. Dr. Skogen said this program has not been well advertised, so the campuses should work with the Department of Commerce to increase the program’s visibility. The council members suggested that it would be beneficial to have a part-time person on each campus to coordinate and market internships. It was suggested that internships be highlighted as part of the joint marketing initiative.
**Workforce Enhancement Grant reporting – Dr. Skogen**

Dr. Skogen has been working with the Department of Commerce on the reporting requirements for the Workforce Enhancement Grant. Dr. Skogen said BSC representatives will be meeting with Dr. Krotseng and Jim Hirsch to set the reporting format for the Workforce Enhancement Grants, which should be similar to the workforce training reporting requirements. Dr. Skogen invited the CTEC campuses to participate in the October 21 meeting by telephone at 1:00 p.m.

**Phi Theta Kappa banquet update – Dr. Skogen**

Dr. Skogen stated that the campuses should have identified advisors and begun the nomination process for Phi Theta Kappa. The Phi Theta Kappa banquet is being scheduled for Wednesday, March 4 at BSC. There will be a Phi Theta Kappa booth at the higher education legislative showcase, the nominees will receive recognition by the legislature, and the legislators from the students’ home district will be invited to the award banquet. Each campus should issue invitations to the banquet for their regions.

**New intercollegiate athletic programs and scheduling – Dr. Grosz**

Dr. Grosz asked the campus presidents if they are interested in starting athletic programs that could be grouped into a local conference to make game scheduling more convenient. The campuses discussed their athletic program aspirations. It was suggested that MiSU-B and other interested campuses work with the local conference to discuss having certain sports added as conference sports.

**General education courses that support distance learning, off site efforts – Dr. Grosz**

Dr. Grosz asked if more distance learning programs should be continued by both community and four-year colleges if the tuition will not support the programs. Dr. McCann said the challenge they faced with offering technical programs is providing the general education classes during times when working adults are able to access the courses. Dr. Bower stated that without the funds provided by the general education courses that are part of a program, the tuition is unable to support the cost of the program.

Dr. Hillman said a SBHE policy states that the home campus must approve delivery of courses by another campus in the home campus community. The purpose is to avoid duplication and to maximize collaboration. Dr. Hillman mentioned that there is also a SBHE policy on revenue sharing that may be helpful. Dr. Hillman suggested that if the issues are not resolved when discussed between the campuses, the system councils can take up the issue and find a resolution. He said this discussion should also include who should be responsible for providing remedial education, since this is a traditional role for community colleges.

**Interim Workforce Committee update – Dr. Krotseng**

Dr. Skogen commented that the message from the Department of Commerce is that the policy in the state is to increase the number of good paying jobs in North Dakota. That message affects how the state is approaching economic development. Dr. Krotseng reviewed the proposed bills from the Interim Workforce Committee that directly impact higher education.

Recent Graduate Income Deduction: This is an earned income reduction or a tax credit for new graduates who remain in North Dakota. Dr. Krotseng said this deduction originally was for the first degree earned, but the Interim Committee voted to amend the bill so students can continue their education.

Opportunity Grant: This bill would address giving students an incentive to attend North Dakota institutions for their postsecondary education. Dr. Richman commented that the addition to this bill of
programs that are recognized by the Department of Career and Technical Education is important for the community colleges. Mr. Kutzer asked the council members for suggestions on wording for the section on student eligibility. Mr. Kutzer commented that as currently written, the grants for private schools, either two- or four-year, would be 65% of the four-year public institution tuition in the first year of the program.

Out-of-State Marketing Funding: This bill is intended to be a collaborative effort with the NDUS and the Department of Commerce. It was asked if this funding would be available for marketing to out-of-state online students.

Workforce Resolution: This resolution sets forth the need to continue a study on the state’s workforce issues.

**Interim Higher Education Committee update – Dr. Krotseng**
Dr. Krotseng reviewed the proposed higher education bill that was drafted by the Interim Higher Education Committee. Dr. Krotseng said legislation addressing for special revenue funds, block grant applications, and carryover funds that used to be in separate bills have been combined into one higher education bill for 2009-11. The accountability measures that emerged through the committee discussions are tied to the goals that the committee set for attainment, accessibility and affordability. Dr. Richman said he is concerned with the concepts in Dennis Jones’ proposed finance plan. Dr. Richman was also concerned about campus mission changes. The council agreed that they would prefer to work on improving the current NDUS long term finance plan as opposed to implementing a new plan.

**Higher Education Roundtable – Dr. Krotseng**
The council discussed the outcomes of the Higher Education Roundtable meeting. Dr. Richman suggested that business and industry should be vocal about their needs and how higher education can help.

**Other business and open discussion – CTEC Members**
Dr. McCann said the admissions officers are looking at revising the NDUS application for students, and this would be a good time to get information added to help identify success for students. Dr. McCann suggested this be on the next CTEC agenda to discuss the categories that should be included to better identify why students are taking classes.

Dr. Bower said LRSC will be having a small town success summit and he invited the CTEC campuses to participate.

Dr. Krotseng said Harvey Link and Drake Carter will be meeting later this month to discuss apprenticeship guiding principles. They will summarize the issues and possible next steps. If the campuses would like others to participate from their institution, they should send the contact information to Dr. Krotseng.

Dr. Krotseng adjourned the meeting at 11:43 a.m.