Minutes
College Technical Education Council (CTEC)
Via Wimba
September 5 2008, 9:00 a.m.-12:00 p.m.

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

Also Present:
    Debra Anderson, Julie Schepp and Gina Padilla, NDUS.

Dr. Krotseng called the meeting to order at 9:12 a.m. via wimba.

Approval of July 15, 2008 CTEC Minutes
Dr. Krotseng presented the minutes of the July 15, 2008 CTEC meeting for the council’s review. The council approved the July 15, 2008 CTEC minutes unanimously.

Announcement of Potential New Programs
Mrs. Schepp said there were no new program announcements from the CTEC campuses.

Mrs. Schepp did mention that MaSU has requested to offer a technician level program. In response to a question, Dr. Krotseng said it is her understanding that the MaSU program request would not move forward until the SBHE has a chance to discuss and review institutional missions as stated in their annual objectives for 2008-09. Dean Grosz suggested that the history be reviewed prior to a discussion taking place, especially with regard to the cases where certain four-year institutions were approved to offer a limited number of two-year programs.

Marketing Initiative Update
Ms. Anderson presented an overview of the community college marketing initiative. She explained that the main intent of the initiative is to improve the awareness and image of the community colleges. Ms. Anderson said the RFP has been submitted to the chancellor for his approval. President Skogen moved, President Bower seconded, that the council approve the RFP. The motion was approved unanimously.

Review and Final Action on Community College Study
Dr. Krotseng asked the council members for suggested amendments to the Community College Study. President Skogen asked that the reference to higher education centers in Rochester, MN be removed on page 15. Dean Grosz recommended that a bullet be added on page 15 addressing the promotion of BAS degrees within the NDUS.
President Richman made a motion to approve forwarding the amended Community College Study to the Chancellor for consideration. President Skogen seconded the motion. The document was approved unanimously as amended.

Workforce Issue Updates

**Workforce Enhancement Grants**
Dr. Krotseng said the meeting on Workforce Enhancement Grants with the Department of Commerce was productive. In response to a question, Dr. Krotseng said the anticipated outcome of the September 17, 2008 meeting on Workforce Enhancement Grants is to find a resolution that will enable institutions to access the remaining workforce enhancement funds in an appropriate manner.

**Governor’s Rural Community Summit**
Dr. Krotseng said she attended the Governor’s Rural Community Summit with Presidents Skogen and Richman. The message that career and technical education is important to the state is one that has been predominant in many discussions leading into the upcoming legislative session. Dr. Krotseng emphasized the importance of having NDUS representation during these conversations.

**Workforce Development Council Retreat**
Dr. Krotseng said she would forward the workforce intelligence council charter to the CTEC members.

**CCRC “Tipping Point” Analysis**
Dr. Krotseng said the CCRC “Tipping Point” Analysis was discussed at the Workforce Development Council Retreat. Dr. Krotseng said she felt it is important for the CTEC campuses to be prepared to discuss the Tipping Point concepts. Dr. Krotseng asked if the CTEC presidents felt the Tipping Point is a type of analysis that would provide useful information for their campuses. The presidents’ main concern with completing the Tipping Point Analysis was that they do not have the human resources available at this time to undertake this study. In response to a question, Dr. Krotseng said it would be good to look at the Higher Education data warehouse or the statewide longitudinal data system as they are being constructed to see if they would be able to provide the information in a less labor-intensive manner than in the past.

**Phi Theta Kappa**
President Skogen discussed how to incorporate the 2008-09 awards banquet with the legislative session to make it a dynamic showcase of the Phi Theta Kappa program. Suggestions included holding the banquet the same day as the legislative higher education showcase, having the nominees spend time with their area legislators, having the house and senate make a declaration to recognize the nominees, inviting area legislators to the banquet, and having the awards presented by the Governor or the Lieutenant Governor. President Skogen asked the CTEC Presidents to follow-up with their campus Phi Theta Kappa coordinators to ensure the necessary nominations were being made. Ms. Anderson suggested having a Phi Theta Kappa booth set up at the higher education showcase with the students rotating through the booth, and having advisors available to explain the program to people visiting the booth. President Skogen suggested a small group including advisors, campus communications people and Ms. Anderson work together on coordinating the day to make it a big splash. President Skogen
asked the presidents to let their Phi Theta Kappa advisors know what is being planned and that there would be follow-up coming soon.

**Interim Higher Education Committee Update**
The council members discussed who from CTEC would be attending the September 9-10, 2008, Interim Higher Education Committee meeting in Minot.

**Other Business and Open Discussion**
The council members shared feedback they have received on the Chancellors visit with area legislators.

Dr. Krotseng said during the apprenticeship discussion at the July 15, 2008 CTEC meeting, the council expressed a desire to develop guidelines for review. Harvey Link and Drake Carter have volunteered to work on the guidelines, and have invited the other campuses to participate in the discussion. Dr. Krotseng asked the Presidents to submit the names of the campus representatives they would like to have participate in the discussion.

**Future meetings**
- October 16 via Wimba

**Other Important Meetings**
- BSC Ribbon Cutting for National Energy Center, September 29
- UND Ribbon Cutting for National Center for Hydrogen Research, September 25

Dr. Krotseng adjourned the meeting at 10:28 a.m.