Dr. Krotseng called the meeting to order at 9:02 a.m.

Dr. Krotseng announced that Chancellor Goetz would be joining CTEC to discuss the meeting scheduled with the Workforce Training Quadrant directors.

Mr. Kutzer asked that an error on page 3 of the minutes be corrected. Mr. Kutzer then made a motion to approve the minutes of the April 22, 2008, CTEC meeting as amended. Dr. Richman seconded the motion. The motion was approved.

Announcement of potential new programs - Julie Schepp covered the announcement of new programs on behalf of Dr. Hillman. There is a Stage I and Stage II proposal request from LRSC for a new program certificate for Simulator Maintenance Technician. There are two Stage II requests, one from BSC for a program title change from Engineering Technician to Engineering Technology; and the second is from LRSC to change the program title from Early Childhood Associate to Early Childhood Education.

MiSU-BC submitted a request to change the title Information Technology-Network Engineering to Information Technology; and a second one to change the title from Urban Forestry Technology to Arboriculture and Urban Forestry. CTEC supported moving these requests forward.

Marketing Initiative Update - Debra Anderson updated the council on the marketing initiative. A draft document was distributed that reflects the input of each of the community college campuses. Ms. Anderson has been meeting with public affairs representatives from each of the community colleges. It has been decided that at least 4 of the 5 campuses must be represented at meetings to have a majority and to get the needed input. Additional input should be provided to the campus PAC member. The community college campuses are reformulating the NDUSAO (North Dakota University System Admissions Officers) group and are going to have more formal conversations about how they can work together. Ms. Anderson is going to attend the meeting to see how the community college marketing initiative can collaborate with them. The council
discussed marketing beyond the state of North Dakota and identifying geographic pockets from which potential students could be drawn. It was suggested that language ideas be submitted to Ms. Anderson to ensure wording used is aligned with marketing the campuses’ mission and purpose.

**Workforce Training Discussion** - Chancellor William Goetz joined the meeting. The Chancellor shared his thoughts relative to the area of workforce training and the emphasis and focus being placed on workforce development and training. The Chancellor stated he would like to explore the possibility of putting more focus on the quadrants and explore creating a one-half time position to bring greater focus, coordination, and elevate the importance of the workforce training that is taking place in North Dakota; specifically of the accomplishments and direction the University System is taking. He suggested that with workforce training coming from several directions, higher education needs to demonstrate that they are addressing it in a coordinated and strategic way and this position may be a way to accomplish this. It was suggested that this discussion be held with the workforce training directors. The Chancellor said he encourages continued discussion and any suggestions that come out of those discussions.

**Career Advising Update** - Discussions among NDUS, DPI, and CTE representatives have been positive regarding a systemic plan to move forward with a comprehensive career planning initiative. Each agency will include funds in their respective budget requests for supporting a career planning initiative. There is a potential meeting of the joint education boards in June to review this integrated initiative and consider a resolution of support.

**Meeting State Needs** – Dr. Krotseng suggested the council consider certificates that can be built into two-year degrees and potentially into four-year degrees. She referenced the “Building Blocks” article distributed through e-mail on May 14. According to Dr. Parnell, there are already some examples of this occurring in North Dakota, specifically in the area of nursing. Dr. Skogen made a motion that CTEC share this information on laddering of degrees with AAC so it can be moved forward. Dr. Richman seconded the motion. The motion was approved.

Dr. Krotseng met with Barry Dutton of the U.S. Department of Labor to see how we can build apprenticeship programs into associate degree programs and beyond that into four-year degrees. The hours required to complete an apprenticeship could be applied toward college credit. Dr. Richman said NDSCS is working with a company that is gearing their apprenticeships to parallel college courses. Upon completion of an apprenticeship and additional credits, students will be granted an AAS degree in technical studies in whatever degree program/area they are working toward. The question of how to determine a student’s home college may need to be addressed. Mr. Larson offered any assistance his office could provide. It was suggested that Barry Dutton, the person NDSCS is working with, speak to CTEC at the June meeting to give all campuses more information on how this type of program can be offered at more ND community colleges. Dr. Krotseng also asked whether the four workforce training quadrant representatives should be invited to the June meeting. Dr. Richman said workforce training people can help understand one aspect but you also need to have the academic representatives present, and they need to work hand-in-hand. Dr. Krotseng will follow-up by having further conversations with Barry Dutton, Bob Larson, and Dr. Hillman to see what we can do to address or move this idea forward.
Community College Study – Dr. Krotseng asked for comments on the latest draft of the Community College Study. There were concerns that workforce development and workforce training are being mixed up (page 11) and that workforce training is being defined as something different. Dr. Skogen offered to have his staff draft a possible replacement statement. Discussion followed regarding creation of a mechanism to facilitate movement from workforce training programs into degree credit programs if desired by the participant. This was expressed as “building a bridge” between workforce training and academic programs. Dr. Krotseng asked Dr. Skogen and Dr. Richman to work together on a vision statement that ties workforce development with workforce training. They will provide a first draft by June 9 that can be shared with the council. The general vision is to continue with workforce training and workforce development but to create a process or mechanism whereby workforce training can flow into degree granting programs.

Dr. Krotseng addressed publication of the document and if hard copies should be published in addition to it being posted on the Internet. The council discussed approval of the document. It was agreed that the Chancellor and the cabinet would review it. Presidents shared feedback they have received regarding the preparation of the Community College Study. The goal is to have the philosophy and framework in place in this document so that it will provide a basis for addressing future questions.

Workforce Enhancement Grants – Dr. Krotseng congratulated Dr. Skogen on BSC being approved for a $496,000 Workforce Enhancement Grant.

ITCND Career Awareness – Dr. Krotseng distributed a summary of the ITCND Career Awareness meeting held at MDU on April 30. The next step will be a workforce needs assessment that ITCND is commissioning. Training levels that employers are seeking will be addressed in this assessment. The employers shared that they were seeking “soft” skills in their future employees along with the technical education. Internship opportunities were also discussed.

CCSSE Survey of Student Engagement – NDUS was contacted by CCSSE regarding our participation in a workshop to help institutions understand how to work with the results to help improve practice, programs, and policies. They have asked BSC to host the workshop. The preliminary date is August 7. Dr. Krotseng would like to help publicize the workshop as the information that comes from the surveys is important and helpful.

Dr. Krotseng adjourned the meeting at 11:30 a.m.