Minutes
College Technical Education Council
Via Wimba
Tuesday, February 24, 2009
9:00 a.m. – 12:00 p.m.

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

Also Present:
   Chancellor Bill Goetz and Gina Padilla, NDUS.

Dr. Krotseng called the meeting to order at 9:05 a.m. via WIMBA.

Chancellor Goetz joined the meeting to discuss the federal stimulus package and its possible effects on workforce training. He emphasized the need for the campuses to be prepared to quickly implement the package when it is released.

Approval of November 13, 2008, CTEC minutes
Dr. Krotseng presented the minutes of the November 13, 2008 CTEC meeting for the council’s approval. It was moved by Dr. Richman, seconded by Dr. Bower, to approve the minutes of the November 13, 2008 meeting. The council voted unanimously to approve the November 13, 2008 CTEC minutes.

Legislative update
The council discussed introduced legislation referring to workforce training. They discussed the effect of proposed changes to funding for workforce training in SB 2018 and SB 2019. Dr. Krotseng said she would like to set up a meeting to discuss reporting requirements for the workforce grants, so all the campuses can learn from BSC’s experience. It also was suggested that the campuses’ distance education directors gather information that can be used to justify distance education programs.

CTEC review of academic programs
Dr. Hillman discussed the history of CTEC reviewing academic programs. He suggested having a focused discussion about online education, duplication, marketing and student
services once the legislative session is over. Dr. Hillman encouraged the council to use the listserv if they have additional comments.

**Announcement of potential new programs**

Dr. Hillman stated there are no new stage I academic requests to announce at this time.

Dr. Hillman presented the following Stage II academic requests:

BSC requested to offer an A.A.S. in administrative assistant – general and to offer an A.A.S. and certificate in welding, both to be delivered at a distance. The council approved the requests by consensus.

LRSC requested to offer an A.A.S. and certificate in wind energy technician program. Dr. Bower stated that this is an infrastructure request as well as a program request. The council approved the program request by consensus.

**Identification of student goals**

Dr. Hillman said the interim higher education committee suggested implementing a funding model based on completions, which would elevate the importance of identifying student goals. Dr. Hillman suggested that due to the interest being raised, the NDUS may have to begin collecting information more specific to student goals so they could be included in the campus completion rates. This may be a future discussion item after the legislative session.

**High school to college articulation in CTE**

Mr. Kutzer said the Department of Career and Technical Education has been working on articulation agreements between high schools and colleges. Mr. Kutzer said the articulation agreements are required by Perkins, and he asked that secondary education to help facilitate the agreements.

**Placement tests**

Mr. Kutzer said he did not have anything new to report on setting up a pilot group for placement testing. Mr. Kutzer asked that this item be kept on the agenda for future discussion.

**Faculty personal leave policy**

Dr. Grosz asked if the other campuses could share information on what guidelines they use for faculty taking personal leave. John Richman said he would share the NDSCS policy with Dr. Grosz.

**Workforce Training update**

The campus presidents provided an update of the workforce training activities occurring in each of the four quadrants.
Workforce Development Council update

Dr. Krotseng sent CTEC members the link to the statewide strategic plan for workforce development. Dr. Krotseng discussed some of the outcomes of the workforce development council discussions with Senators Holmberg, Grindberg, and Robinson of the Senate Appropriations Committee. She emphasized the importance of sharing information on workforce and job development within the state with the other entities that are involved in developing North Dakota’s workforce.

Dr. Krotseng said she visited with Randy Schwartz about the Manufacturing Extension Partnership (MEP). Dr. Krotseng suggested continuing this discussion at a future CTEC meeting.

Phi Theta Kappa banquet update

Dr. Skogen gave an overview of the schedule for the evening of the Phi Theta Kappa banquet (March 4). He also discussed certificates, the letters from Governor Hoeven, and scholarship offers that each student will receive in the award packet. It was moved by Dr. Richman, seconded by Dr. Grosz that CTEC pay for the medallions that are to be presented to the students. The motion was approved unanimously.

Minnesota enrollment data

Dr. Krotseng provided an overview of Minnesota community college enrollment data. The council discussed what can be done to meet the needs of the North Dakota residents attending school in Minnesota and what has been done in the past.

Services provided by community colleges

Dr. McCann said he does not have anything to report at this time.

Other business and open discussion

Dr. Richman said he would be attending a conference in May on sharing best practices for adult education. He will report back to the council with information from the conference.

Dr. Krotseng said future meeting dates would be provided on the next agenda.

The meeting was adjourned at 12:00 p.m. CT.

Important Dates

- CTEC - April 28, 2009 in Bismarck