College Technical Education Council (CTEC)
Wimba
Tuesday, November 24, 2009
9:00 a.m. – 12:00 p.m. CT

Members Present:
  Dr. Mike Bower, President, LRSC
  Dr. Drake Carter, Provost, BSC for Dr. Larry Skogen
  Dr. Ken Grosz, Executive Dean, Dakota College-Bottineau
  Dr. Marsha Krotseng, Vice-Chancellor for Strategic Planning/CTEC Executive Director, NDUS
  Dr. Ray Nadolny, President, WSC
  Dr. John Richman, President, NDSCS

Also Present: Randall Thursby, NDUS, Debra Anderson, NDUS, Marietta Kemmet, NDUS

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

Approval of October 27, 2009 CTEC Minutes
Dr. Richman moved to approve the minutes of the October 27, 2009 CTEC meeting; motion was seconded by Dr. Bower; motion approved.

Community College Awareness Initiative
Debra Anderson updated CTEC on the Community College Awareness Initiative and the progress being made. Odney has conducted a survey of parents, counselors, students, and the general public. A conference call was recently held with representatives from the campuses, some CTEC members, and a member of the Odney firm for the purpose of discussing the executive summary of the survey. The next step will be the release of the Strategic Plan by Odney on December 10. Dr. Richman made a motion for CTEC to communicate to the Chancellor the importance of this initiative and that the Interim Higher Education committee be kept apprised of progress by placing the initiative on their agenda; Dr. Bower seconded the motion; motion carried.

System-wide Enrollment and Other Queries
Dr. Nadolny asked how the queries are created and handled. Randall Thursby stated there are general queries written by his staff to fill the needs of the institutions, queries for the system office, and for some individual institutions. They are in the process of developing the data warehouse for three key modules. Randall shared names of contact people in his office who would be able to assist in the queries. Queries can be tweaked to individual institutions, but the timing of the query is crucial. The process for the biennial budget was discussed and it was asked if there are any initiatives being looked at for the community colleges. Dr. Krotseng said there were no initiatives at this point but this can be discussed later in our agenda. Randall said the Integrated Services will be moving forward and it does not require an initiative from the legislature. He shared that funding is available through ARRA for state longitudinal data systems and that North Dakota will be submitting a grant application in December. The question was asked if the grant being considered would include funds to secure information at the institutional level. Randall replied the queries would be available for access by the institutions. Questions were asked about dashboards and
Randall said he would provide a sample dashboard for the campuses. Dr. Krotseng asked about the data warehouse and what types of skills are needed to access this information. Randall stated there is a basic set of skills needed, but beyond this, there are certain individuals who could be trained on each campus to ensure access.

**Informational update on new programs**
No new updates were reported.

**Interim Workforce Committee Presentation**
Dr. Krotseng updated the committee on the information gathered after telephone conversations with the Presidents last week. Discussion followed on the information that would be included in the presentation on TrainND workforce training to the Interim Workforce Committee on December 1.

**TrainND Update**
Preliminary plans for the Workforce Training study were discussed. Dr. Krotseng reported that after conversations with the Chancellor and Senator Grindberg it was decided a focus group would be a logical starting point for the study. The questions would be generated by input from the CTEC members. It was suggested that the Department of Commerce could be included in this focus group.

The Business Plan/Budget and Cross Region Requests for Training will be discussed by the TrainND directors when they meet in early December.

Regarding workforce training activities in the four regions, Dr. Richman reported they are very close to an agreement with Bobcat. Dr. Nadolny reported conversation is taking place, but he is not able to provide more specific information at this time. With the pick-up in activity during the past few weeks they are on target for meeting their goals for the year. Dr. Bower reported a recently completed consultation concerning the soft skills area, total communications, and a request for leadership dynamics. Dr. Carter said BSC is tracking near their projections for the year. There is a change in the types of training that have been requested. BSC is continuing to serve energy companies and the oil patch is very active.

**Budget Initiatives, 2011-13**
Dr. Krotseng asked the group if there are specific initiatives that CTEC as a whole would like to propose for consideration in preparing the System’s 2011-13 budget request. The importance of EMSI was discussed. Dr. Richman felt there needs to be, with the increased accountability from the state and federal governments, more accurate data tracking and compilation. Discussion followed about accountability and the process used for the data. Dr. Krotseng asked the group what they felt the important parts of the initiative should be and if they had any suggestions. Dr. Krotseng asked Dr. Richman if he would provide a summary of key elements of the initiative, and he agreed to forward this information.

Dr. Carter stated he felt it was very important to push for simulation for the Dakota Nursing Program. The question was asked if this would include the four-year institutions for the Master’s and baccalaureate programs in nursing. The original request to the legislature was made by a consortium for all programs except for the Master’s program. Dr. Bower reported on the discussion concerning two-year colleges offering the BSN at a recently attended AACC meeting. There are already 16
states that have moved forward with this program. These states have had a problem with articulation with the four-year institutions. Dr. Carter will put together bullets describing the nursing simulation labs initiative on behalf of CTEC and forward the information to Dr. Krotseng. The importance of accessibility was discussed.

**Phi Theta Kappa**
Dr. Bower updated the committee on preparation for the Phi Theta Kappa recognition ceremony. The coordination will be handled by Teresa Tande and if anyone has any questions they are to contact her. The date has been selected. Dr. Bower will check with Teresa and send out the information about the date to CTEC members. Dr. Krotseng said there are funds available for the medallion purchase.

**Workforce Enhancement Grant Update**
Dr. Bower had no updates; Dr. Richman stated they are continuing to work on the agreement with Snap-On tools; Dr. Nadolny said they are still in the process; Dr. Carter had no updates at this point.

**Other business and open discussion**
Dr. Bower asked if the Chancellor’s cabinet meeting was still on for December 2\textsuperscript{nd}, and Dr. Krotseng said it was still on the schedule.

Dr. Krotseng asked if Dr. Richman was still intending to attend the Interim Meeting on December 1\textsuperscript{st} and if anyone else would be present. Dr. Carter thought Dr. Skogen would be attending, but no others would be in attendance.

Dr. Bower shared other information from the AACC meeting. He visited with the Commissioner of Workforce Training and the Undersecretary of Education. The meeting included discussion about the AGI (American Graduation Initiative) and community college concerns involving this issue. This initiative has been on the back burner due to the health care bill in the Senate. He reported it could be voted on very soon and it looks favorable for passage before Christmas. The issue of facilities and the repair of facilities was one item of concern as were student loans and the impact on banking institutions such as the Bank of North Dakota. He reported on a discussion with Jane Oates working with DOE and the push for apprenticeship programs to be offered for credit. Discussion was also held on the dual credit program. This relates to the federal initiative to raise the number of graduates through the year 2020. There is a push to get federal aid for dual credit high school students. There was a discussion on the mismatch of course requirements in preparation for post-secondary education. The growth of entrepreneurials in incubators was also discussed.

The meeting adjourned at 10: 36 a.m.