College Technical Education Council (CTEC)
Wimba
Tuesday, January 26, 2010
9:00 a.m. – 12:00 p.m. CT

Members Present:
  Dr. Mike Bower, President, LRSC
  Dr. Ken Grosz, Executive Dean, Dakota College-Bottineau
  Dr. Marsha Krotseng, Vice-Chancellor for Strategic Planning/CTEC Executive Director, NDUS
  Mr. Wayne Kutzer, Director of Career and Technical Education
  Dr. Ray Nadolny, President, WSC
  Dr. John Richman, President, NDSCS
  Dr. Larry Skogen, President, BSC

Also Present:
  Debra Anderson, NDUS; Art Rude, BSC; Marietta Kemmet, NDUS

Dr. Krotseng called the meeting to order at 9:10 a.m.

Approval of November 24, 2009 CTEC Minutes
It was moved by Dr. Richman and seconded by Dr. Bower to approve the minutes from the November 24, 2009 CTEC meeting. The motion was approved unanimously.

Community College Awareness Initiative (CCAI)
Debra Anderson requested that the group review the information in the agenda. There will be a news conference to launch the Community College Awareness campaign in conjunction with the CTEC meeting in February. Ms. Anderson outlined the media campaign stages and said Representative Skarphol has been invited to attend the news conference and convey the important role of community colleges in North Dakota. The landing page was discussed, and Dr. Skogen expressed concerns about the new logo. Additional concerns were expressed in relation to individual community colleges’ branding efforts. Ms. Anderson said the logos will be on the landing page, but they will not be used in the television advertisements because of the overload of information on a short 30-second commercial. Ms. Anderson discussed the purpose of the initiative which was to brand the five community colleges across North Dakota. Ms. Anderson further clarified the process of choosing the logo and how it will be used. The committee requested a meeting to discuss their concerns with Odney before the February 23rd press conference. Ms. Anderson said there was a meeting scheduled for January 27th with Odney. She could bring these concerns to Odney and ask for a brief presentation on the logo and the television spots being considered. The committee members’ responses indicated a majority would be able to attend this go-to meeting. Ms. Anderson also addressed the concerns of the committee with the terminology of community college vs. two-year college. She outlined the historical data on this issue and the consensus used to reach the decision for the community college designation.

The speakers for the February 23rd press conference were discussed. A motion was made by Dr. Bower and seconded by Dr. Skogen to have Dr. Richman represent the community colleges at the press conference on February 23, 2010. Motion carried.
Dr. Krotseng asked for comments on the scheduled campus tours. Clarification was requested on this issue, and Ms. Anderson said the Public Affairs Council (PAC) members have felt these tours are very beneficial and would like to use the initiative to continue to build on these tours for the career counselors. Dr. Krotseng asked if there was a time-frame for the decision involving the campus tours. Ms. Anderson suggested the presidents and PAC members have a discussion and then talk with Odney once again concerning this issue. Discussion followed on these issues, and it was decided to have a separate conference call on either Thursday or Friday with Odney and the presidents.

Informational updates on new programs
Dr. Bower outlined the personal fitness trainer program to be started at LRSC and the process to seek approval from CTEC to move forward. Dr. Krotseng reiterated the process for new programs and how they will be handled for future meetings.

North Dakota Workforce Development Council Update
Dr. Krotseng updated the committee on the ND Workforce Development Council and on Dr. Skogen’s appointment to this council by the Governor. Dr. Skogen discussed two separate commissions and their purposes. He gave a brief history of the State Commission on National and Community Service. The ND Workforce Development Council is the other group and he will forward to CTEC members any information he receives from this council. Dr. Skogen said one issue mentioned was Findet. The state longitudinal data system collection will help resolve concerns. He said his role on this council is to represent CTEC on any issues that would be pertinent.

Statewide consolidated plan for Workforce
Dr. Krotseng updated the committee on the progress of the statewide consolidated plan for Workforce. She outlined how the efforts across the state are linked and how they support this issue. She shared her role in this process, and her charge as the representative is to keep everyone apprised of the efforts of this group.

Workforce Enhancement Grant updates
Dr. Skogen said the grant is in progress at Bismarck State College. He has had a meeting with Jim Hirsch, and after the audit from the previous grant they are moving forward with the new grant process. Dr. Bower is concerned about the availability of matching in-kind funds for their grant. Dr. Nadolny stated they had their match and were working on the final details for submission in the near future. Dr. Richman said an agreement was signed this morning in relationship to the automotive partnership with Snap-On tools.

TrainND update
Dr. Krotseng asked if the group would like to discuss the identity of TrainND in their region at the next CTEC meeting. Dr. Skogen said he felt there is a need for a discussion with the managers but is not sure of the next step in this process. Discussion followed on the logo issue and it was agreed to have this item on the agenda for the February 23rd CTEC meeting and ask the TrainND directors to be present at this meeting.
Dr. Krotseng commented on the workforce training study. Following discussion with Senator Grindberg, we will convene a focus group with business representation for input related to TrainND. The questions for the interview protocol are still being developed. Additional input from a wider group may be obtained through an email survey to TrainND customers and some businesses that have not been customers of TrainND.

Dr. Krotseng informed the group that Julie Schepp and Michelle Olsen met with the TrainND directors on the collection of data and how to work with this data to make sure it is accurate and represents each of the regions in the best way possible. The meeting concluded with some action steps for the TrainND directors and she will be visiting with Deanette Piesek to determine what these action steps will include. Dr. Krotseng said she would keep the CTEC members informed on this process.

Dr. Krotseng related she will be attending a meeting for the North Dakota Workforce Accountability Measures workgroup. This meeting will begin to set the stage for Workforce data to be included in the state longitudinal data system. Comments and discussion centered on the purpose of this workgroup and the performance measures required with more measures being added to this report.

Regional updates: Dr. Bower, LRSC, said training is being provided for Forward Devils Lake and for some of the smaller businesses. They continue to provide training for the Grand Forks area as requested. Dr. Skogen, BSC, reported things are going smoothly with much more activity in the Dickinson area and the Strom Center. Dr. Nadolny, WSC, said a contract is in process with Halliburton for CDL training. Dr. Richman, NDSCS, reported increased training for Bobcat with their relocation to Wahpeton and the search for a Dean of Outreach.

Dr. Krotseng updated the committee on the Grant writer position and the next step. There will be a slight change in the position advertisement which will include the option of locating the position either at the University System office (Horizon Building) or at the State College of Science. The title has also been changed to Grant Developer to more accurately reflect the responsibility of the position. A short discussion followed and Dr. Krotseng said the position would be posted within two weeks.

**Phi Theta Kappa (PTK)**
Dr. Bower shared with the group the planning currently underway for the PTK events and encouraged the campus presidents to come to LRSC for this event. Dr. Skogen said he is sending a note to the four year institutions and requesting transfer scholarships for these students and hopes to have a response by the middle of February. The date for PTK is March 25th.

**Data on North Dakota students in Minnesota**
Dr. Krotseng discussed the information included with the agenda material. Discussion centered on the approval pending for A.A. and A.A.S which would help retain students in the state. The need for Higher Ed centers (especially in Fargo and Grand Forks) was also discussed. It was felt they would play an important role in retaining students in North Dakota.

**March 30th meeting and proposed CTEC calendar**
Dr. Krotseng asked the group for comments on the March 30th CTEC meeting due to the scheduling conflict with the interim Workforce Committee. Consensus was reached to meet in March via Wimba, and Marietta will survey the council for a date. Discussion was held about future meetings. The motion was made by Dr. Richman to approve the CTEC calendar as included in the agenda with no meeting in August and an alternate date to be selected for November, seconded by Dr. Bower. Motion carried.

NDCCC update
Art Rude asked for comments from CTEC on any of the concerns from the last meeting. He expressed the appreciation of the faculty involved with NDCCC development. Comments were brought up concerning the budgetary process. Dr. Richman was asked for his comments from a recent meeting concerning funding for NDCCC. He said there was no meeting and therefore had nothing to report to the group. Dr. Krotseng invited Mr. Rude to meet with CTEC in February at a face-to-face meeting, and he said he would like to do this. Mr. Rude informed the committee that no additional funds will be spent until this issue is settled and encouraged the members to email him with any concerns they might have.

Other business and open discussion
Dr. Richman informed Dr. Nadolny about his upcoming trip to Williston for an alumni event on Saturday, January 30. Dr. Skogen had comments on the interim committee meeting the previous week and the items discussed. Issues centered on tuition waivers and the on-line education services provided by the institutions in North Dakota. The meeting adjourned at 11:50 a.m.