Members Present:
Dr. Drake Carter, Provost and Vice President for Academic Affairs, 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
Edie Armey, LRSC, for Dr. Mike Bower
Also Present:
Dr. Cathleen Ruch, NDUS; Lisa Johnson, NDUS; Marietta Kemmet, NDUS

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

Approval of April 27, 2010 Minutes
Dr. Richman moved to approve the minutes from the April 27, 2010 meeting. Dr. Carter seconded. Motion carried.

Informational Updates
There were no updates concerning new instructional programs.

Introduction of Dr. Cathleen Ruch
Dr. Krotseng introduced Dr. Cathleen Ruch, the new university system grant developer, and welcomed her to the meeting. She briefly discussed her background, shared some immediate goals, and asked for comments from the group. Discussion followed about grants available which include a potential collaborative grant application for the Dakota Nursing Consortium and an HRSA grant. Edie Armey shared information on two grants under consideration at LRSC and their status.

FIPSE Grant Opportunity
Dr. Krotseng introduced Lisa Johnson, NDUS Director for Articulation and Transfer. Lisa spoke about the FIPSE grant currently available related to Prior Learning Assessment (PLA). She will visit with Cathleen Ruch and Bob Larson to develop a recommended plan of action and then report back to CTEC. Dr. Grosz asked about promoting prior learning and how it can be taken to the next level. Dr. Carter shared how BSC has worked with CAEL (Council for Adult and Experiential Learning) and some of the drawbacks they have encountered. Lisa requested members send her a campus contact.

Workforce Training Forum Follow-up
Dr. Krotseng discussed the formal minutes from the June 9th Workforce Training Forum meeting. The group also reviewed her summary notes based on the Workforce Training Forum discussion. Comments heard from the group included the positive tone of the meeting and the excellent job
directors did in presenting the material to the committee in a professional manner. The comments heard from legislators before and after the meeting were all positive.

The group was asked to look at the bulleted list concerning the major points of discussion from the June 9 meeting. Dr. Krotseng in particular pointed out item number 15, concerning the reinvestment of carry-over funds in training, which is already occurring. Dr. Richman felt items #4, 7, 8 (in particular the small business access), 11, and 13 are important considerations, and the highest priority should be on #3 (adequate infrastructure). Dr. Carter said item #8 seems to raise the most concern and also #6. Dr. Krotseng asked for any concerns with item #7 (flexibility to respond to underemployed and unemployed), and comments expressed felt it should be directed toward Workforce Development and not Workforce Training.

**Final Draft Consolidated Biennial Plan**

Dr. Krotseng outlined the Consolidated Biennial Plan and its purpose. Several items that relate to Higher Education and TrainND were highlighted. She said the next step will take place at an early August retreat for the Workforce Development Council where it will be placed on the agenda for approval.

**Workforce Enhancement Grant Update**

Dr. Krotseng reminded the group about the discussion, at a previous meeting, concerning the status of the grant and the possibility of evaluating the status of the funds as of December 1st. Based on an email from Jim Hirsch concerning the need to obligate all grant money by December 31st, would December 1st be too late to consider the status of funds awarded to the four eligible institutions? After a short discussion, it was agreed to move the date to October 1st.

**Workforce Training Update**

Dr. Carter said revenues are approaching their goal. Dr. Richman said the numbers are not as solid as hoped for; there is stability, but not much growth. They are currently experiencing a transition in leadership and are hoping to complete the search process by mid-July. Dr. Nadolny reported that there was nothing new. Edie Armey said they have surpassed all of the goals for this year. They are currently looking at restructuring staff, and the collaboration and partnering have been successful.

**Community College State Directors Conference Call**

Dr. Krotseng updated the group that a recently scheduled meeting was not held due to technical difficulties so there was nothing to report.

**Midwestern States Website**

Dr. Krotseng spoke to the group about the website and the information contained at this site. She commented on the level of participation by the state and asked for input from the group.

**CTEC Meetings for 2011**

The proposed dates for February, April, May, and June 2011 were discussed. The February meeting would be via Wimba; April face-to-face; May face-to-face; and June would be via Wimba. The remaining dates for 2010 were discussed. Dr. Richman suggested that a meeting be held in early December to prepare for the legislative session and avoid the Thanksgiving holiday. Dr. Carter moved to accept the dates proposed thru June 2011, seconded by Dr. Nadolny, **motion carried**.
Phi Theta Kappa
Dr. Krotseng reminded the group about the information shared at the cabinet meeting the previous week concerning the legislative showcase. She said that Phi Theta Kappa was held several years ago during this same time and asked if this would be something to be considered. Dr. Carter said that BSC is prepared to host the event. Discussion followed and consensus was reached to hold the event March 9, 2011.

Other business and open discussion
The agenda and plans for the upcoming July 8th Interim Higher Education Committee meeting were discussed. Dr. Grosz said the Bakken Oilfield activity was moving closer to his area and he would be talking with Dr. Nadolny to gain perspective on this matter.

The meeting was adjourned at 10:35 a.m.