College Technical Education Council (CTEC)
Bismarck State College, NECE
Tuesday, July 27, 2010
10:00 a.m. – 3:00 p.m. CT

Members Present:
To Present, Executive Dean, DCB
Dan Johnson, LRSC, for Dr. Mike Bower (via telephone)
Dr. Marsha Krotseng, Vice-Chancellor for Strategic Planning/CTEC Executive Director, NDUS
Wayne Kutzer, CTE
Deanette Piesik, WSC, for Dr. Ray Nadolny
Dr. John Richman, President, NDSCS
Dr. Larry Skogen, President, BSC

Also Present:
Dr. Cathleen Ruch, NDUS; Lisa Johnson, NDUS; Robert Larson, NDUS; Marietta Kemmet, NDUS

Dr. Krotseng called the meeting to order at 10:10 a.m. and welcomed the participants.

Approval of June 29, 2010 Minutes
Dr. Richman moved to approve the minutes from the June 29, 2010 meeting. Dr. Skogen seconded. Motion carried.

Informational Updates
There were no updates at this time.

CCAI
Dr. Krotseng informed the group of the Community College Awareness Initiative status, including preparation of a brochure which will be ready for the CTE meeting in August. An update on the impact of the initiative was provided at the July 8, 2010 meeting of the Interim Higher Education Committee. Dr. Krotseng said the committee agreed to wait for an assessment until there were valid results. Dr. Skogen asked how the assessment would be conducted and Dr. Richman responded it would be a pre-test, post-test survey. The budget and ways to present a solid case in support of continued funding were discussed. Dr. Skogen has received positive comments from the community and the legislature and also feels the program should expand outside the borders of North Dakota.

Prior Learning Assessments on Campuses
Lisa Johnson addressed the group on the issue of Prior Learning Assessments and securing a FIPSE grant. She has been in contact with individuals at the institutions and discussions have taken place on this issue. Ms. Johnson distributed two handouts, which she asked the community colleges to fill out and return to her. Bob Larson spoke about the importance of reaching the adult learning population in North Dakota. Dr. Ruch discussed the process involved in writing grants. She highlighted some of the grant possibilities and how best to meet the criteria in securing this funding. Discussion followed with the presidents sharing current projects at their campuses. Concern was expressed about the differences in granting credit for prior learning experiences across the state and the need for a uniform system.
Advanced Technological Education Grant
Dr. Krotseng asked Dr. Ruch to discuss the ATE grant with the group and how they might be able to participate in this process. She gave an overview of the grant and asked for feedback from the group. Discussion followed on how this opportunity would benefit the five community colleges. Dr. Richman said NDSCS is currently writing a grant that is very similar. Dr. Skogen felt it was an advantage to seek out these grants as a system as well as pursuing grants as individual institutions. Dr. Ruch informed the group she is creating a listserv to include campus contacts as well as CTEC members. This list would be used to communicate any pertinent grants. Dr. Richman addressed the instructional technology area and on-line delivery. He discussed the difficulties encountered by returning students in the area of funding and the need to restructure the curriculum and course schedule. Mr. Kutzer spoke about the Adult Learning Centers and the role they play in delivering curriculums. The possibility of having a retreat to discuss the various options was explored, with two or three representatives from each campus in attendance. The focus would be on how the community colleges are partnering with CTE, DPI and other groups to meet the needs of adult learners in North Dakota. This retreat could also address the issue of creating a new model for collaboration in higher education in North Dakota community colleges. Various dates were discussed and a limit to the number of participants from each campus. Dr. Krotseng will follow-up with the Council on their recommendations.

Pell Study Request
Dr. Krotseng discussed the attachments and asked for comments from the group. Discussion followed on how this might be a useful tool in building the case for the Pell Grant, but generally felt it would not be something that would be of use to the campuses in North Dakota due to our unique economic situation.

Interim Higher Education Committee Update
A discussion was held on concerns expressed by the committee at the July 8th meeting, including the “List of 10” priorities submitted by e-mail to Representative Skarphol which was distributed at the meeting. Discussion followed about comments members are hearing from legislators across the state. The accountability document was discussed and how it demonstrates that results are being achieved.

Workforce Data Quality Grant
Comments were heard from the members concerning the Jobs Agenda. One issue under consideration is the collection of the data and the increase in reporting. It was felt that the benefit to businesses for increased training was more important than the pay increase. Dr. Richman requested a follow-up on data from Bobcat concerning the level of proficiency difference when training is conducted by TrainND or Bobcat. The data showed almost a 12% difference in productivity when the employee was trained by TrainND. Discussion followed on the various methods of collecting the data in an accurate and timely manner. It was suggested that the advisory boards set up a meeting with the Commerce Department. The original intent of the law was to help business and industry not individuals, but it is the individuals who are being measured by current data.

Dr. Krotseng discussed an email from Larry Anderson at the Department of Commerce concerning a Workforce Data Quality Grant. The new grant, for up to $1 million dollars, is from the U.S. Department of Labor. The concept is how to develop the workforce training part of the data system so that it can be linked to workforce outcomes. The grant is due in mid-August and is being closely coordinated with ITD. Dr. Krotseng expressed a concern about the need for reporting further in the
process and the need for a consistent system to generate the data.

**Workforce Enhancement Grant Update**

Dr. Krotseng reminded the group about the previous discussion concerning the revaluation of the grant and the balance. A request was made for information to determine the status of Lake Region’s grant request. Dr. Krotseng will speak with Dr. Bower to ascertain whether they anticipate submitting an application for the grant. If LRSC does not have an application, it was agreed that all institutions could collaboratively pursue the balance. Dr. Krotseng will update CTEC following her conversation with Dr. Bower.

**Workforce Training Update**

Deanette discussed the biennial report recently created which will be shared with the legislators across the state. It will include a pie chart for the funding and a letter which will explain events of the past two years. Reports are currently being compiled and submitted; the Commerce Report has been moved up to September 1st. The numbers in the Northwest region will see a rise and most areas have maintained or may drop some. Dr. Richman asked about the materials being sent out to legislators and if it was state-wide data. The report will include quotes from employers as well as data from employees.

**Other business and open discussion**

Dr. Richman said they have hired a new individual at NDSCS who will be responsible for workforce training, Patty Klein. Dr. Skogen commented on the collaboration with WSC in the OSHA 10 training and in August for CDL training. Dr. Krotseng informed the group of the new NDCCC representative, Char Schuler, from NDSCS. She will join CTEC meetings to give updates. Dr. Skogen asked about the purpose of the upcoming Medora meeting with the Workforce Development Council and Mr. Kutzer said it will also involve the Commission on Community Services and Youth Council. There will be 15 legislators in attendance and previous sessions have involved the Workforce strategic plan and building upon the plan. Dr. Krotseng said that at some point the Workforce Development Council will be asked to approve the plan. Dr. Richman asked if Mr. Kutzer had heard anything concerning the new high school requirements and the impact on Career and Tech enrollment. Mr. Kutzer said Minot is the only one reporting a downturn. The southwest has increased from 80 the first year to 200 this year. Discussion followed on alignment of K-12 and higher education standards.

The meeting was adjourned at 2:10 p.m.