College Technical Education Council (CTEC)
MeetMe Room NDUS – (13)
Bismarck State College, National Energy Center of Excellence
IVN Room 345, 1200 Schafer Street Bismarck ND
Tuesday, May 24, 2011
9:00 a.m. – 12:00 p.m. CT

Members Present:
   Dr. Mike Bower, President, LRSC
   Dr. Ken Grosz, Executive Dean, DCB
   Dr. Marsha Krotseng, Vice-Chancellor for Strategic Planning/CTEC Executive Director, NDUS
   Mr. Wayne Kutzer, State Director, CTE
   Dr. Raymond Nadolny, President, WSC
   Dr. John Richman, President, NDSCS
   Dr. Larry Skogen, President, BSC

Also Present:
Bob Larson, NDUS; Debra Anderson, NDUS; Randall Thursby, NDUS; Marietta Kemmet, NDUS;
Cathleen Ruch, NDUS; Doug Darling, LRSC

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

Approval of April 24, 2011 Minutes
It was moved by Dr. Bower to approve the minutes from the April 24, 2011 meeting, seconded by Mr. Kutzer. The motion carried.

Informational update on new programs
Dr. Grosz reported that the Sustainable Vegetable Production program will begin with the 2012 Spring Semester.

Non-Traditional No More
Mr. Larson updated the group on the progress of the Non-Traditional No More initiative. The group held a conference in Valley City in October, 2010 and areas of interest were identified. In July and August the group will meet to discuss the areas identified and what steps will need to be taken to address these areas.

In response to a question by Dr. Richman, Mr. Larson provided detail regarding the federal regulation of distance education. Statistics shared show system-wide students enrolled in on-line courses. Originally enforcement was to begin in July 2011, but there has been an extension until 2014. Questions asked included consortiums being considered and the timeline for sending letters to the states. There are several states willing to consider a system authorization. Mr. Larson said initial contact was made with 50 states three weeks ago. He is currently coordinating with states in which registration fees are minimal or nothing. Dr. Skogen expressed appreciation for the system office efforts to coordinate the registration process with other states. He also said the Department of the Defense will be issuing guidelines this summer and the schools are not being asked for input in this directive. Dr. Krotseng thanked Mr. Larson for his work in this and reminded the council about the continuing need for effectively working together in this process.
CCAI Update
Debra Anderson updated the council on the status of the CCAI. She outlined the process to date and what will be happening in the future. After a consultation with Pat Seaworth it was determined that a formal RFP process will need to be done for the second biennium. Dr. Richman asked about the interpretation of the RFP process and if there is any wording that could be inserted into the proposal to eliminate the need to develop a new RFP each biennium. Ms. Anderson said Mr. Seaworth was not aware the funding was in the base budget and there is indeed a way to write an RFP taking this into account. Dr. Bower asked about the relationship with the current agency and what would happen with the proprietary efforts at this point. Discussion was held concerning ownership rights with material created by Odney. Ms. Anderson discussed the items that will be listed in the new RFP.

Federal Funding for CTE
Mr. Kutzer discussed the most recent Perkins IV Budget given federal budget reductions and how it will affect CTE. He said the projected federal budget allocation for North Dakota may increase by approximately $100,000 over the figure provided by the handout. Mr. Kutzer also informed the group of changes to funding with the conclusion of the legislature.

Workforce Enhancement Grant
Dr. Krotseng discussed the materials distributed with the agenda packet and asked for comments and suggestions on the draft. Dr. Skogen said BSC had provided a very detailed response to Beth Zander and he thought the next step would be to sit down with the institutions to discuss the issues. He suggested the institutions provide feedback to Beth and then schedule a meeting with the Department of Commerce and grant people from the institutions to go over the document. Dr. Krotseng will contact Beth and follow-up with the council.

Regarding potential grant submissions, Dr. Richman said they are working with Metronics, under the assumption that the $1.5 million would be equally shared among the campuses. He also asked if there is a target date for the first round. It was decided to take a look at remaining funds on July 1, 2012. Dr. Nadolny asked if the $375,000 was available immediately. Once the agreement has been completed with the terms, funds will be available.

Campus CE
Randall Thursby discussed the progress of the CampusCE software for Workforce training and the discussion that has taken place with TrainND directors. The data elements remain to be defined, but this will not be difficult after the conversation with the TrainND directors. A meeting will be held in a few days that will deal with identifying the data elements.

Workforce Training Update
Dr. Bower updated the progress in the northeast. They continue to work with Spirit Lake in the nursing program and businesses in the Grand Forks area. Dr. Richman said an advisory board meeting was recently held for the Southeast region. Efforts continue in the IT and manufacturing areas, and they are looking to expand training in the allied health area. Dr. Skogen commented on the progress in the southwest region. He said they are finding more contracts, more people, but smaller contract amounts. Dr. Nadolny said contracts in the northwest region are large and the forecast is for TrainND revenue in two years to equal the sum total of the college’s gross revenue. Events in the northwest region include an Advisory Board meeting and a meeting with the Small Business Development Center concerning the entrepreneur of the year.
Dr. Krotseng said she has had a chance to review the consolidated business plan by the four regions and the plan has gone to Lori at BSC for final formatting. This will allow the formal business plan to be on the agenda for the June 16th SBHE meeting and obtain approval for implementation on July 1, 2011.

Alternate September Meeting Date
It was suggested to move the meeting to September 20th because of the conflict with the Joint Boards meeting on September 27th. The meeting will be held using the MeetMe technology.

Other business and open discussion
Dr. Krotseng reported the funding amount for EMSI should be known by the end of this week. She will keep the council informed of funding decisions.

There being no further business, the meeting adjourned at 10:57 am.