College Technical Education Council (CTEC)  
MeetMe Room NDUS – (13)  
Schafer Hall Conference Room 109, 1200 Schafer Street Bismarck ND  
Tuesday, September 21, 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, Career and Technical Education  
   Dr. Raymond Nadolny, President, WSC  
   Dr. Larry Skogen, President, BSC

Also Present:
   Bob Larson, NDUS; Debra Anderson, NDUS; Beth Zander, Department of Commerce; Marietta Kemmet, NDUS

Dr. Krotseng called the meeting to order at 9:08 a.m. and welcomed participants.

Approval of July 26, 2011 Minutes

It was moved by Dr. Richman, seconded by Dr. Skogen, to approve the minutes from the July 26, 2011 meeting. The motion carried.

Informational update on new programs

Dr. Nadolny has submitted a Stage I request for a Bachelor’s of Applied Science in Applied Management in conjunction with Bismarck State and Mayville State to create the offering.

CCAI Update

Ms. Anderson updated the council on the progress of CCAI. The RFP for the second biennium has been completed and Flint has been awarded the contract with a two-year term. The contract has been adjusted to allow for possible continuation of the relationship after the two-year time frame pending successful performance. An organizational meeting with Flint will be held on September 28th. In response to a question concerning the logo, web page, and whether elements will be lost with the change of agencies, Ms. Anderson said the area impacted most was the time during the transition.

Non-Traditional No More

Dr. Krotseng asked for comments from participants involved with the Non-Traditional No More meeting on September 20. Dr. Richman said representation was very broad across the system and information was good and consistent. He observed that what is proposed through Non-Traditional No More also works for traditional students and said the funding issue will be crucial. Dr. Grosz was impressed with suggestions made by presenters and the enthusiasm of participants.

Mr. Larson reported the support of WICHE has been instrumental in this project. The focus was very strong and representation broad. One specific item to be addressed is how to sort students with at least a 70% degree completion and send this number to a clearinghouse. Other concerns identified were how to change the culture, academic forgiveness, academic amnesty and review, financial aid, state scholarship
programs, and advising Non-Traditional No More students. The concierge method currently in use in Nevada is being studied.

**Federal Regulation of Distance Education**
Mr. Larson reported on the progress being made in the federal regulation of distance education. Dr. Bower expressed appreciation for the work being done. Dr. Skogen asked about the different degrees offered and how this process will be handled.

**Department of Commerce Update**
The presidents shared events/collaborations occurring on their campuses with Ms. Zander. Some of these events include collaboration with the Tribal Colleges in program areas such as the process plant program, CNA training, IT program sharing, Wildlife Law Enforcement, and creating grants.
Collaboration also includes the Department of Transportation, City of Williston to facilitate Motor Vehicle Activities and working with a school district to address the area’s housing crisis. Ms. Zander stressed the importance of communications among all workforce training stakeholders. She said communications between the Department of Commerce and the Community Colleges is vital and the information will be used to develop possible press or promotional opportunities for collaboration.

**Committee on Measures of Student Success**
Dr. Krotseng discussed the report that has been distributed to members of the Council with the agenda. The national committee that has proposed the recommendations will be meeting once more before they adopt the recommendations. Dr. Skogen said it was important to note that IPEDS graduation rates are based on only the highest level of degrees awarded by an institution. As a result graduation rates are based upon four year degree completion.

**Workforce Enhancement Grant**
Dr. Richman said work continues on a preliminary draft for a grant involving mechatronics to tie-in with UAS. Dr. Bower reported work continues with two initiatives: the optimized ag area and wind tower development. Dr. Nadolny felt the system is punished over a perceived lack of compliance in reporting and the lack of support and excitement accorded to TrainND for what they provide to the state. Dr. Skogen said BSC’s number one priority is getting equipment into the NECE. Ms. Zander said that her staff has been working with the staff of the institutions to conduct Workforce Enhancement Grant monitoring. It took some time to get the monitoring visits set up, but they should be underway now.

**Workforce Training Update**
Dr. Krotseng said the council should have at least one joint meeting with TrainND directors annually. In addition, if there is an agenda item that directly involves TrainND, a representative should be invited.

Dr. Bower clarified a request that was received concerning training in Minnesota.

**ACCT Follow-up**
Dr. Krotseng has followed up with ACCT and North Dakota is welcome to have a representative at the meetings. The ACCT representative has to be a State Board Higher Education Member and she will visit with the Chancellor to determine who from the Board will best represent North Dakota.

**Other business and open discussion**
Mr. Kutzer reported how the Academic and CT scholarships awarded are being used at institutions.
Scholarship numbers are down from the previous year due to new requirements.

Dr. Krotseng asked for feedback concerning having Ms. Zander at future meetings and the consensus was it was helpful. She invited the members to attend the Governor’s Workforce Summit in Minot on October 5th and 6th. Dr. Skogen noted the MeetMe meetings are just as effective as having face-to-face.

There being no further business, the meeting adjourned at 10:47 a.m.