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. John Richman, President, NDSCS, via telephone
Dr. Larry Skogen, President, BSC

Also Present:
Bob Larson, NDUS; Beth Zander, Department of Commerce; Randall Thursby, NDUS; Dr. Cathleen Ruch, NDUS; Jodi Ost, NDSCS; Marietta Kemmet, NDUS

Dr. Krotseng called the meeting to order at 10:08 a.m. and welcomed participants. She thanked Dr. Grosz for DCB’s hosting the PTK awards banquet and ceremony on March 7.

Approval of January 31, 2012 Minutes
It was moved by Dr. Bower, seconded by Dr. Nadolny, to approve the minutes from the January 31, 2012 meeting. The motion carried.

Informational update on new programs
Dr. Grosz reported on communications with the community ambulance service in Minot to extend the EMT program to the western part of the state and working with WSC personnel to obtain IVN time for delivery of the program. He also said work has begun with the ND Forest Service to determine if there is a need for a fire protection program. Dr. Bower reported the beginning stages of a music program. Dr. Krotseng congratulated Dr. Bower on his new position and wished him well. Dr. Nadolny updated the group on the recreation center to be built on the WSC campus which will add program opportunities. Dr. Richman reported no new programs at NDSCS.

Non-Traditional No More Update
Mr. Larson gave an update on NTNM progress. The survey is ready to be sent to the list of individuals, but there is a hold on sending the survey due to an issue concerning who has the right to the information. Dr. Richman questioned the status of the timeline and the holding pattern. Mr. Larson said the holding pattern is a result of the data release and how it will be dealt with as a system. He said it is an internal item and has nothing to do with the campuses. Dr. Krotseng asked if he would follow-up on this and report the status to CTEC in a week.

Federal Regulation and Distance Education
Mr. Larson reported on the progress for state authorization of program delivery. There is an issue with the definition of physical presence. There are 25 states that have given approval for 100% delivery of programs on-line. He discussed the handout which outlined the states that are problematic and the
progress made with these states. Discussion items included a student complaint process and if the information could be placed on the NDUS website.

TAA Grant Update
Dr. Ruch reported that the Welding consortium may not be the best route for a consortium of our five community colleges, and it is possible allied health may be a better fit at this time. She reported on the invitation from Pueblo Community College and WICHE to participate in a consortium for nursing. DNP will make a decision soon regarding participation.

CCAI Update
Dr. Krotseng reported on the status of the CCAI initiative and the local roll-out. Dr. Nadolny has not received a visit from Flint Communications and also asked about the metrics for this campaign. Dr. Krotseng will follow up with Flint.

Pearson Discussion Follow-up
Dr. Skogen reported on a scheduled meeting with Pearson to discuss their proposal concerning the “3rd Way.” An upcoming meeting will center on the bottom line, which is what Pearson brings to the table. Questions were asked concerning the effect an agreement with Pearson would have on the work currently being done by Bob Larson. Mr. Thursby asked if the discussion with Pearson has produced any definitive plan. Concerns about branding, head count, revenue, and a funding model were discussed.

Department of Commerce/Workforce Update
Ms. Zander explained to CTEC the purpose of the biennial strategic plan for workforce development and the cooperation sought from the university system. Dr. Nadolny talked about the situation occurring in Williston and the response required to meet the needs in the area. Dr. Skogen added that the method used to respond to needs is hindering response time and voiced concerns about for-profit agencies entering the arena. Dr. Grosz recounted the difficulty DCB has faced in an attempt to bring a full-slate of Career and Technical Education programs to the Minot area. Discussion concerned the problems of training and keeping individuals in the program until graduation. Ms. Zander asked the council about the progress with REA’s and if invitations have been extended by the REA’s to the institutions. Responses indicated dialog has been opened between the education associations and the institutions.

Workforce Training Update
Dr. Krotseng asked the group if there were any items that need to be addressed in terms of TrainND. Dr. Bower had a meeting with the advisory board and progress is being made in the Grand Forks area. Discussion was held concerning the support needed to ensure compliance with SBHE policies and procedures.

CTEC Legislative Update
Mr. Kutzer discussed the need for cooperation on legislative items and felt it has been a good working partnership. The issue of duplication among workforce programs was raised during legislative session. Dr. Nadolny asked if a concrete definition of Career and Technical Education exists. Mr. Kutzer also discussed the software available for career planning and the promotion of this software in conjunction with the Bank of North Dakota. The Career Advisors program is in progress and he said there is training available for career advisors on the campuses. The WorkKeys Initiative was discussed concerning funding for the project and how to promote the usage. Dr. Krotseng asked Mr. Kutzer if there was a deadline for budget initiatives that she can communicate to TrainND and he indicated May 1st would be a workable date.
Community College Institutional Survey (CCIS) and Survey of Entering Student Engagement (SENSE)
Dr. Krotseng updated the group on the CCIS and SENSE and asked about the participation by the campuses in these programs.

**Approve Proposed Schedule for CTEC Meetings 2012-13**
The proposed CTEC schedule has a conflict for the July meeting. An email will be sent to find an alternate date. All other dates were approved as stated.

**Other business and open discussion**
Dr. Bower updated the group on the search for his replacement. An interim president will be named. Dr. Grosz asked if any other members have received a letter from the Montana Contract concerning participation in an AmeriCorps program over the next three years and Dr. Nadolny indicated he had also received this letter. Dr. Grosz also asked about presentations on maximizing efficiencies for the April 12th SBHE meeting. Dr. Skogen voiced concerns about the audit recently completed at Dickinson State and how the audit could affect all of the institutions.

The next CTEC Meeting is scheduled for May 22 via MeetMe.

The meeting adjourned at 1:38 p.m.