College Technical Education Council (CTEC)
Bismarck State College, Horizon Building Conference Room, MeetMe
1815 Schafer Street, Bismarck, North Dakota
Tuesday, October 22, 2013
9:00 a.m. – 12:00 p.m. CT

Members Present:
Dr. Drake Carter, BSC
Dr. Doug Darling, LRSC
Dr. Ken Grosz, DCB
Ms. Lisa Johnson, NDUS

Also Present:
Marietta Kemmet, NDUS; Dr. Tanya Spilovoy, NDUS; Beth Zander, Department of Commerce

Ms. Johnson called the meeting to order at 9:07 am.

Approve Minutes from September 22, 2013 meeting
Motion was made by Dr. Grosz and seconded by Dr. Darling to approve the minutes from the September 22, 2013 meeting, motion carried.

Informational update on new programs
LRSC is working on combining programs in the business and office technology area to streamline the program.

DCB is collaborating with WSC to combine medical transcription program with the health information technology program. They will be sharing faculty to fulfill workforce needs.

BSC had nothing new to report at this time. Discussion was held concerning the Dakota Nursing Program and the accreditation process through CAN. Issues include the inability to add new sights can during the accreditation period, coordinators on individual campuses aren’t counted as full-time faculty which addresses the very strict rule concerning the ratio of students to instructors.

Federal Regulation Distance Education update
Dr. Spilovoy updated the group on the progress to date for distance education registration. There is some conflict in the definition between HLC and the current version and work is being done to align the definition with HLC. She is also working on a NDUS application for all institutions to be authorized to have on-line classes in Alabama. This state is particularly difficult. Dr. Carter asked about the revenue distribution procedure and the connection with Pathways. There is some concern that the developmental coursework will conflict with the revenue distribution as it now stands. A consensus was reached that the 60-20-20 distribution would go to Academic Affairs and Administrative Affairs Councils for further discussion on a more equitable distribution.

Department of Commerce/Workforce update
Ms. Zander reminded the group on the December 1 deadline for submission for Workforce Enhancement Grants. Dr. Darling said LRSC is working on one but are having trouble with matching funds. There is $2 million in new dollars in the fund. Tribal Colleges have been awarded grants in the first go around. A new youth coordinator/operations intern has been hired and she will be connecting with the colleges to grow the intern program. She has heard that Operation Intern will be a topic of
discussion between the ND Chamber of Commerce and Higher Education. She expressed an interest in being in on these discussions. She also mentioned a tax credit that is available for internships and this could be a promotional tool for the schools. Questions were asked about the match being negotiable and Ms. Zander said it is not because it is in statute. Concerns were asked about the problem that could arise if the funds are not requested and it was stated that the money would not be funded in the next session.

Workforce Training Update
Dr. Darling said a recent forum was held in Grand Forks concerning CDL training. The area is facing difficulty in obtaining interested prospects. The image that trucking currently has is one area of concern, Dr. Darling said the college would help in the training but the image concern would have to be tackled by the industry. A recent training class only had 8 individuals enroll and 15 was the goal.

Center for Community College Student Engagement Follow-up
Ms. Johnson reported on the event recently held. The community colleges were very well represented. Dr. Grosz said the event provided valuable information and would help address issues of concern on the campuses. He suggested that it might have been helpful to break out into sessions at the end on how to use the information gleaned from the survey. It was also suggested to do it in conjunction with the Retention Summit but that might cause problems in attending both meetings. Dr. Spilovoy said steps are being taken to have a Retention Summit in the near future. Comments were given on the value of the date received at the conference.

NDUS Staffing Update: Director of Strategic Planning & Workforce Training & Education
Ms. Johnson informed the group about the status of the Director of Strategic Planning & Workforce Training and Education. There are approximately 20 applicants for the position. She asked if any member of the CTEC group would be interested in reviewing the applicants on behalf of the group. Dr. Darling offered to serve in this capacity. There is concern about the applicants having a strong background in one area and weaker in the other area.

PTK
A recap was given on the date, location and speaker for the event.

Pathways
Concern was expressed with the students enrolled in developmental classes will be counted against the graduation rate at the community colleges. The erosion of the index levels is a great concern. Ms. Johnson urged members to express their concern on the Pathways Program and the lowering of admission scores with their respective Academic Affairs representative. Discussion was held concerning admission standards.

General Education Summit
Ms. Johnson said the primary topic will be outcome based gen ed curriculum and how it affects the institutions.

Other business and open discussion
Mention was made of the upcoming SBHE meeting in Mayville on November 21.

The meeting was adjourned at 10:23 a.m.