Members Present:
  Dr. Ken Grosz, Dean, DCB
  Ms. Carla Hixson, AVP for CETI, BSC
  Dr. Doug Darling, President, LRSC
  Ms. Lisa Johnson, NDUS
  Mr. Wayne Kutzer, CTE
  Dr. John Richman, President, NDSCS
  Dr. Ray Nadolny, WSC

Also Present:
Marietta Kemmet, NDUS; Wayde Sick, Department of Commerce; Susan Gruensch, Department of Commerce

Ms. Johnson called the meeting to order at 9:00 a.m.

Approve Minutes from September 23, 2014 meeting
Hearing no suggested edits, minutes were approved by consensus.

Department of Commerce/Workforce Update

Update by Mr. Kutzer on legislative action. Dr. Richman asked if any follow-up conversations have been had with any members of the education and environment appropriations committee on their questions or concerns about TrainND. What is their approach or philosophy on through this session pertaining to TrainND? Mr. Kutzer said additional information had been sent concerning budgets and they responded with the information provided would suffice at this time. Mr. Kutzer said that within each business plan will help answer questions in terms of revenue vs. expenditures. Mr. Kutzer stressed the importance of discussing those two items when budget talks are being held so legislators are made aware that it is not all profit within TrainND. Dr. Richman made reference to comments from Representative Martinson and the historical aspects of TrainND. Initially it was funded by the legislature and then it would become self-funded. He asked if it has been clarified in writing. Mr. Kutzer has not researched the issue but intends to go to his files and pull out the material and look for the legislative intent. Dr. Darling added that prior to 1999 creation of TrainND a visit was made to the campuses in Iowa who had a similar system. They were told that the system would never be self-supporting. Ms. Hixson also added that the original legislation and the component that was vetoed addressed the issue of sustainability by each quadrant. This could be the reason why there is confusion by the legislature on the funding coming from the state and not the planning regions where TrainND are located. She also added that over 50% of the community colleges that have contract training programs are somehow supplemented by the state in order for the programs to be successful. Seventy-seven percent require that the remaining revenues come from business and industry. Dr. Richman felt that it would be helpful to have the documentation that shows the veto during the original creation and the funding model originally envisioned. Ms. Hixson will share the original bill with Representative Martinson so that he may have a clearer understanding of the funding of TrainND. Ms. Johnson was approached by the Career Services group and asked to host an event in Williston
Workforce Enhancement Grant

Mr. Sick reported that 3 applications have been submitted. $110,000 left from 2013-2015 plus carryover from last biennium. Governor’s budget 1.5 million has been asked for in this session. Council is meeting on February 11th to make recommendations to the commissioner for approval of grants.

Ms. Susan Gruensch was introduced to the group and information was shared with the group about the apprenticeships program and available funds. There would be around $2 -$3 million available for North Dakota. This would serve approximately 300 apprentices and the time-line is 5 years. There is still not a consensus to proceed with the grant application which is due April 30. Parameters for the application were also discussed.

Workforce Training Update

Dr. Nadolny reported they are short money for the parking lot for new building. Growing concerns about the downturn in oil prices and what it means in regards to the training provided and the revenue. There are concerns about the debt taken on for the building.

Dr. Darling busy gearing up new CDL training, have just submitted proposal for equipment matching funds.

Dr. Richman have “Fayroll” arm is up and operating and training is taking place in various areas. Have separated from South Dakota and providing CDL training.

Ms. Hixson reported equipment requests have reached limit focusing on welding and computers. North West TrainND and South West TrainND have jointly tried to make a new presence in Dickinson. Ms. Hixson asked about the showcase for the colleges and universities. Ms. Johnson responded that she would find the date and share with the group.

Informational update on new programs

Dr. Richman asked if any follow-up on Al Carlson’s statement about merging the five individual colleges into one? Comments included that nothing additional has been heard other than the announcement.

Two-Year College Marketing Campaign

Ms. Hixson said discussion with other two-year colleges has been aimed how to continue with the marketing campaign if it is not funded by the legislature. It has been suggested that the community colleges work together to join their resources to continue have the branding provided. Dr. Nadolny shared that the marketing expenses are quite high with a branded advertising firm for WSC and agreed it was a good idea to join together and use one organization for marketing purposes.

Dr. Richman related a conversation with Chancellor Skogen and the data for the marketing group and recent survey, there is question about the results for the ROI. Very little has changed in the survey information and in some cases it has gotten worse. The chancellor wanted the CTEC group to have a conversation, not to give up the money, but to use the money differently as a unified marketing effort. Other suggestions were discussed because it appears the current marketing campaign is not working the best and achieving goals. Dr. Darling stated that he felt LRSC has benefited from the campaign and feel it would not get as good of result if they just received the money and spent it without pooling with other institutions for the marketing campaign. Dr. Richman suggested changing it from a marketing campaign
to a career awareness initiative. Dr. Nadolny recommended continuing the pooling of funds but ask the system marketing group to come up with some options for both collectively and individually market the institutions. Dr. Richman also added that involving the enrollment specialists may be need to be considered for attracting students to the campuses. Mr. Sick supported and the ideas and said the Department of Commerce would be willing to help out with marketing. The new programs contained a request by NDSCS included a certificate in dialysis for Fall 2015.

**PTK Ceremony**

Ms. Hixson shared with group the date, time and place for the ceremony. The names of the individuals being nominated need to be furnished for letters from the governor’s office as well as for the news release.

**Other business and open discussion**

Ms. Johnson shared with the group about the proposal for the tuition free community college and how it may evolve. She presented the method that is currently used in Tennessee. It was suggested that an interim study be conducted to determine the effectiveness of the proposal. Dr. Nadolny informed the group of the free tuition program that will take effect in the Fall of 2015. It was suggested using WSC as a pilot program. Mr. Kutzer talked about the dual credit process and how Career and Technical Ed may be able to help with that situation. Discussion was held concerning the best way to address the dual credit process to make it more cost efficient. Ms. Johnson suggested using Inside.NDUS to create a repository of documents. Dr. Darling mentioned that there was some difficulty during cabinet meeting recently held.

The meeting was adjourned at 10:30 a.m.