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

**Approval of Agenda and Previous Meeting Minutes**

Approval of the agenda and meeting minutes from October 27, 2015.

No formal Council actions were taken as two Council members were in attending the Workforce Investment and Opportunity Act (WIOA) convening in Washington, DC.

**Phi Theta Kappa (PTK) Awards Dinner**

Dr. Darling confirmed that the PTK awards dinner will be hosted by LRSC on Thursday, April 21, with a social starting at 5:30 pm and dinner at 6:00 pm. Certificates for each student have been prepared from the Governor’s Office and were delivered to LRSC. Ms. Johnson will ensure certificates are created for each student on behalf of the NDUS. Dr. Darling will contact presidents from four-year institutions regarding scholarship opportunities for PTK award winners.

**CLEM (College Learning Labs for English and Math)**

Dr. Migler inquired about community college interest in responding to the DPI request for partners to distribute transitional (developmental) course content in ND K-12 classrooms. CTEC members were interested in submitting a proposal on behalf of all five NDUS community colleges in response to the pending RFP from DPI. Secondly, CTEC members inquired as to whether Pearson’s curriculum would be required as part of the RFP. Ms. Johnson reported that she would contact DPI for clarification regarding those two questions prior to February CTEC meeting.

Dr. Skogen asked Ms. Johnson to locate original drafts and/or related documentation pertaining to Dr. Cowen’s task force assigned to draft recommendations related to remediation in ND.

**ND Opportunity**

Council members discussed this matter briefly. Next steps with the Chancellor’s approval are yet to be determined.

**Early Entry State Coordinator**

Dr. Richman inquired about the Council’s interest in organizing a position with responsibilities for coordinating early entry activities at the state level. This topic may be placed on a subsequent agenda pending anticipated budget reductions.

**Next Scheduled CTEC Meeting**

February 23, 2016

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

Recorded by Lisa A. Johnson, NDUS