Executive Council Minutes

Northwest Iowa Community College
9:00 a.m. - 11:30 a.m.
Conference Room 122A

Tuesday, May 17, 2016

P Alethea Stubbe A John Hartog P Gretchen Bartelson
P Beth S-W P Jan Snyder P Rhonda Pennings
P Mike Oldenkamp A Mark Brown P Steve Waldstein

P= Present
A=Absent

Agenda Items

1. Noteworthy Items
   - IT is planning on doing server exchange to e-mail servers on the first Friday of June (3rd). If all goes well, all we should see is an additional log in in the portal to retrieve e-mails.
   - We are a SARA institution as soon as the check clears.
   - May Hybrids going on – 4 classes; 16 students on campus 10 with ceramics.
   - ICCOC – should make a recommendation on LMS. Recommend a 1-year transition. Meeting is on Friday (May 20). D2L or Canvas.
   - NCC Foundation golf tournament is full with 12 on the waiting list.

2. Wellness Wednesday
   - Greta presented doing the stand-up or walking Wednesday meetings as Wellness Committee recommended last year.
   - Greta will send an e-mail for employees to consider doing these meetings on Wednesdays May 25 to Aug. 17.

3. Capital Equipment
   - The list was attached to the agenda for review.
   - The list will be attached to the Board packet that goes out tomorrow (May 18).

4. Housing – where are we, what do we know?
   - Student Services continue to take names and work the list for orientation.
   - Mark talked to Sheldon hotels; Midwest Global, the hotel connected to Old 60, would be willing to discuss options.
   - Agreement would be with the hotel and student not with hotel and NCC.
   - Mark continues to work on the new housing. Nothing to the Board this month, but possibly next month.
5. Signage
   - Type of sign would make a difference depending on location and which road
     or on campus they would be placed.
   - Lighting is good on the current sign after they updated the lights.
   - Can we salvage the old sign, now that the lighting behind it is all the same?
   - Consider wayfinding signs.
   - Consider signage in front of the building that lists programs connected to
     that building.

6. Other
   - Discussion on Apprenticeship – how does NCC feel about it? Each one would
     need to be decided case by case.
   - Enrollment in the fall was briefly discussed.
   - Tuition – we will ask for a increase of $7 which is approximately a 4.6% raise.
   - Once the ground effects are completed by the sculpture, we may need to create a
     calendar scheduler for the area.
     - Sculpture was a temporary anchor – put a more firm foundation under it?
   - Kudos to Doug Rodger and team as the campus looks very nice.
   - Putting the graduation ceremony on YouTube is a great idea, but we need to
     ensure compliance with Copyright laws. Mike will investigate.

   - Coffees/Presentations at Chamber/Kiwanis
     June 23 – Sanborn Chamber – Jan
     August 29 – Sutherland – Beth S-W and Alethea (approximately 20)
     September 14 – Boyden Community Club – John
     October 4 – All College Meeting
     October 28 – Applied Technology Ribbon Cutting and Chamber Coffee

Committee Reports

- To-Do List – from May 17 meeting
  - Beth Sibenaller-Woodall will ask Lisa to work with Kristin on any
    programs that may need additional advertising.
  - Mike Oldenkamp will investigate putting commencement on YouTube
    and follow compliance rules.

Upcoming Dates:
   June 7-9, 14, 15, 2016 – Summer Orientation