

Hennepin Technical College

LNDC Advisory Meeting

DATE: December 2, 2020

Via Zoom

FY21 GOALS

1. Increase engagement with community and industry partners
2. Provide integrated service support, consultation, and solutions to advance the institution
3. Advance institutional capacity and effectiveness through technology
4. Increase retention of protected class group employees
5. Implement a targeted plan for students to persist
6. Redesign and implement the strategic enrollment management (SEM) plan
7. Create opportunities to secure new funding

MISSION:

To provide excellence in career and technical education for employment and advancement in an ever-changing global environment.

VISION:

To be the leader of innovative career and technical education that leads to success for all students.

VALUES:

Excellence: We pursue the highest standards in academic achievement and organizational performance.

Attendees: Deb Kvamme, Jay Siedschlaw, Danielle Fehring, Alison Leintz, Susan Markes, Dante Langmade, Janice Swanson, Dean Englmann, John Turritin, Molly Woodard, Andrew Bigalk, Andy Tveter, Anna Poteryakhin, Ashley Schaaf, Byron Emmons, Chad Giblin, Gary Wirkus, Rod Rodman, Scott Herbst, Shayne Johnson, Zan Tomko, Melissa McGarry

Students:

Topic	Discussion/Outcome <i>Indicate any Motions presented and Voting Outcomes</i>	Action	Follow-up
Approval of Minutes	Review of minutes Any changes, Janice was wondering about hemp task force	Motion Janice, 2 nd John Turritin	
Call for additional agenda items	Jay asked if everyone had a chance to look at agenda. Call to order at 3:04 Going to revisit hemp topic if needed. Revisit how it has been going since spring here at HTC Moving forward Jay – scholarships Status of other programs in the state - Arboriculture program		

Follow up Agenda Items			
Scholarships	<p>10 are sponsored by partners MNLA gives out 28, we got 10 of those. Very fortunate to have industry donating. Proceeds from the fall mums and poinsettias go into the scholarship fund. Will be formalizing criteria for eligibility for those scholarships. The plants that are grown were previously given away and now we are working on being sure to use those plants to forward the program. Deb mentioned that the foundation will always take donations.</p>		
Dean Updates:			
Deb agenda items:	<p>Asked for people to introduce themselves since there are a lot of new people.</p>		
COVID	<p>Jay spoke of status. Still kind of up in the air as to what might be happening. If we had to go to scenario C, it would be more restricted of activity on Campus. We are just keeping the idea of this in the back of our minds. We should be pretty well set, knows what to expect.</p>		
	<p>Deb had a call from a student this morning to call to tell Deb that the program absolutely touched her life and that who she works for now, other people don't know much and she has been using HTC teaching model to share her training and wanted to thank HTC for what was taught here</p>		
Hemp	<p>Hemp subject is circling around again. Put together a task force last year, due to covid so it has been put on the back burner. Deb has heard that the school has been getting some calls about it. Asked if anyone is interested in being on task force, please let Deb know so that you can be included as</p>		

	<p>we revisit over the spring to get it going again. Dante thinks it will be a great idea to get it going as it will be a large part of the industry in the next 10 years so good to be ahead of that. Deb asked Chad's views on what the U is doing now - said that landscape design has moved to Architecture area. Traditional hands-on has been scaled back. Shifting to urban agriculture and organics.</p>		
<p>Kent, Charlie, rod and Chad</p>	<p>Have had to perpetually close those classes (tree climbing). Want to eliminate tree climbing 2 Add credit to tree climbing1 Arb 1 (3 credits Get rid of arboriculture(get details from deb/jay) May add some mandatory credits over the next couple of years.</p> <p>Discussion of how to fill ARB 1. Was asked if there could be 2 nights a week. Alison mentioned that they would need to look at number of credits and student hours etc.</p> <p>Also talked about urban forestry technician, what name we should have for the program? If we are changing credits, we should look at changing names? Deb asked Alison what that process would be. Thought it would be ok to open up for discussion. Documents would need to be submitted by end of month to AASC. Would be a good idea to send an email out with ideas with a deadline. Dante asked for some ideas that might be offered? Would Chad, Rod like to share any thoughts. Arborist Technician might reflect a front line job,</p>	<p>Chad / Rod– tree climbing: Envision making a concerted effort for tree climbing class - last year had 11 Once we have 2 instructors that will address the safety issue to increase allowable enrollment. Envision contacting commercial companies to be involved. State sponsored arboriculture apprentice program. 1 week training sessions that everyone has to go to, hoping to have that training at HTC. The school would probably have to do some investment into being able to do that. Possible use fire tower. Presently nothing in state to passing the exams to become certified, envision having that at HTC. Deb feels we can reinvent the urban forestry program, maybe using customized training into the program (for the one time or other events...should think of that. Janice asked if there anything for MNLA on that? Jay said they do that in house Looking at 2 lab, 2 lecture credits for their proposed ideas. Chad – would like to specifically bring an</p>	

	<p>Technical Arborist? Good to get more a name that indicates it is a technical certification. Names for program name and the specific classes as well?</p>	<p>outreach component to the arboriculture program with engaging high school students. Tree Trust – maybe some opportunities. Good idea to rebrand the program to highlight these opportunities.</p>	
Faculty:	<p>___ Informational ___ Discussion ___ Vote # For # Opposed</p>		
Program/Department Work Plan	<p>Brief history –Jjay talked about the work plan for all programs at HTC. We are in year 1, go through an extensive analysis and present to president. It is a big project with lots of data to analyze. He spent some time this morning going through and so far is good news.</p>		
Budget and Equipment Planning	<p>Budgets were slashed pretty heavily this year due to COVID and probably didn't need as much for now, since not on campus. No field trips, looking at some things we have done in the past, Crop class – this Friday Mickman bros have donated greens for just that class so that tradition will still happen. Andy Tveter said he could ask Laura Wagner to see if they could donate plugs for the spring plant sale. Thank you! Expo has been a pretty big event and big expenditure, so now it is being held virtually so won't have the experience of setting up, tearing down, job boards. Lot of changes with budget items trying to be as frugal as possible.</p>		
Students:	<p>___ Informational ___ Discussion ___ Vote # For # Opposed</p>		
Enrollment Services updates			

Student Success Rates(A-C, P)	2018-87% 2019-89% 2020-89%	Jay went over the numbers and explained a bit of where that info comes from.	
Student Demographics/Course Pass Rates			
Program Stop-out/Drop-out Rates(FN, FW, W, D (letter grade))	2018-13% 2019-11% 2020-11%		
Job Placement Rates	100%		
Curriculum:	___ Informational ___ Discussion ___ Vote # ___ For # ___ Opposed		
Programmatic Accreditation (if applicable)			
Review 25% of the outcomes in the program courses			
Curriculum Recommendations			
Industry Partner Updates	___ Informational ___ Discussion ___ Vote # ___ For # ___ Opposed		
Add as required			
Program Assessment Outcome Results:	___ Informational ___ Discussion ___ Vote # ___ For # ___ Opposed		
Program Awards Conferred(Duplicated)	Dip- 2018-1 2019-1 2020-1	AAS 2018- 10 2019-21 2020-21 -	Cert- 2018-7 2019-10 2020-12
Retention Rates	2018- 58% 2019-49% 2020-74%	Program is in the top 3 for retention rates, they are proud of that. Attributes that to the camaraderie of the students for the connection between students. Deb felt that holding classes over the summer has really help in keeping students and keeping the students very safe.	
Licensure pass rates(if applicable)	na		
		Anna spoke of how she tried to keep track of students who were 75% completed and reaching out to them. Jay said that they have been doing well at working with students for substitutions	

Other Discussion:

Zan brought up that MNDOT would like to have a relationship with HTC about the area along 169 and the Bee Campus. Zan will keep that info and will share in future.

Tree campus and Bee campus

Janice – Facebook and LinkedIn possible to put something out there more to advertise that we are a Tree Campus USA, Bee Campus USA. More info about individual classes. Encourage current students to share. Lisa Kiava does social media. At our next program meeting, marketing people are invited so will be discussing ideas at that time. Deb wasn't sure if anyone knew that students were on local tv or not. Anna agreed that this info needs to be on the program webpage. Can forward info like that to Susan to get it out to where it needs to be.

Ashley talked about how she was on Tangletown site and shared project work. Jay said that it would be great if more students can share things such as a day in the life of a student at their jobs to drive excitement, interest. Thought possibly the club could some more promotion of it. Thought that Covid has also stymied these efforts. Dean talked about through the internships, the industry could show off their interns on their sites. Huge group chat on Facebook of students. Would be great to have students do their own videos as testimonials. Jay talked about idea of revisiting having more marketing of going out to employers and getting a new fresh way to drive enrollment

Jay talked about headcount and some info on other colleges and what their comparable programs are doing or not doing. Only 3 universities are growing hemp. It would be huge for HTC to do commercial hemp. Might have to get some feedback on the rules regulations since it would be state sponsored. Alison mentioned that to bring it forward a big concern would be security measures to keep it secure. If interested in being on a task force to research this, let jay and deb know. Andy Tveter mentioned that general growing skills could be moved to other crops. Shayne wanted to go on record as saying even though there are great testimonials from students, former students on HTC teaching – an effort should be made to find the funds to invest in modern technologies to teach the students to prepare them for industry.

Janice motion to adjourned, seconded. Adjourn at 4:25 – discussion is continuing