

**ND Educational Technology Council  
Policy Review Meeting Minutes  
October 30, 2007  
10:00 AM-12:25 PM**

<b>Members present:</b>	Art Conklin	Tom Cummings
Anita Decker	Tom Eberle	Lisa Feldner
Chris Kalash	Darin King	Wayne Kutzer
Debby Marshall	Bev Nielson	Shawneen Voiles
<b>Members Absent:</b>	Randall Thursby	
<b>Staff Present:</b>	Dan Pullen	Jody French
Jon Skaare	Deborah Janzen	

Art Conklin, Chair, called the meeting to order at 10:05 am.

Correspondence

Dan Pullen presented a letter of appreciation from Jody French and Jon Skaare to Bev Nielson

Policy Review

Governance

- GP-1 Governance Commitment – no changes were needed for this policy.
- GP-2 Governing Style – no changes were needed for this policy.
- GP-3 Council Job Description – no changes were needed for this policy.
- GP-3E Council Job Description – Two changes were made to this policy.  
Change made to the first bullet point under “The responsibilities of the Council include:
  - To plan, develop and deploy elementary and secondary technology ~~systems~~ **initiatives** effectively and efficiently.
 Change made to #10 under Council Ethics:  
Aware that it is important for the Council to understand and evaluate educational technology ~~system operations~~.
- GP-4 Monitoring Council Governance Process and Council/ Director Relationship Policies – no changes were needed for this policy.
- GP-5 Chair’s Role – no changes were needed for this policy.
- GP-6 Council Committee Principles – no changes were needed for this policy.
- GP-7 Committee Structure – no changes were needed for this policy.
- GP-9 Council Members’ Code of Conduct – no changes were needed for this policy.
- GP-10 Council Members Covenants – no changes were needed for this policy.

Council/Director Relationship

- C/DR-1 Global Governance- Management Connection – no changes were needed for this policy.
- C/DR-2 Unity of Control – no changes were needed for this policy.

- C/DR-3 Accountability of the Director – no changes were needed for this policy.  
 C/DR-4 Delegation to the Director – no changes were needed for this policy.

#### Executive Limitations

- EL-1 Global Executive Restraints – no changes were needed for this policy.  
 EL-2 Emergency Director Succession – no changes were needed for this policy.  
 EL-3 Treatment of the Public – no changes were needed for this policy.  
 EL-4 Staff Treatment – no changes were needed for this policy.  
 EL-5 Staff Compensation – no changes were needed for this policy.  
 EL-6 Staff Evaluation – no changes were needed for this policy.  
 EL-7 Budgeting/Financial Planning – no changes were needed for this policy.  
 EL-8 Financial Administration – no changes were needed for this policy.  
 EL-9 Asset Protection – no changes were needed for this policy.  
 EL-10 Communication and Counsel to the Council – no changes were needed for this policy.  
 EL-11 Biennial Report to the Public – no changes were needed for this policy.

Shawneen Voiles moved to approve the changes to Governance Process GP-3E and affirm Governance Policies 1-3, 4-7, 9-10; Council/Director Relations Policies 1-4; and Executive Limitations Policies 1-11. Darin King seconded the motion, which passed unanimously. (Yes: Conklin, Cummings, Decker, Eberle, Feldner, Kalash, King, Marshall, Nielson, Voiles; Absent: Kutzer, Thursby)

#### December Planning Retreat

The December Meeting will be a combination of a regular quarterly ETC meeting and a planning meeting to focus on the current *Results Policies*. Marv Erhart will be facilitating the planning section with the use of the Implications Wheel®. The ETC staff will be sending out 15 one page documents before the meeting to assist in planning.

Details of the December meeting will be sent to the Council members before Friday, November 2, 2007.

Art Conklin adjourned the meeting at 12:25 PM.

Submitted by Deborah Janzen