

Approved on 7/28/2016

Administrative Council Meeting Minutes

Tuesday, July 11, 2016

President's Office **1:00 p.m.**

(Highlight in blue assignments that need to be completed)

VOTING MEMBERS PRESENT

Dr. Doug Darling- President

Lloyd Halvorson- Vice President for Academic/Student Affairs

Laurel Goulding- Vice President for Institutional Advancement & Communications

Corry Kenner- Vice President for Administrative Affairs

NON-VOTING MEMBERS PRESENT

Cindy Brown -Faculty Senate Representative

Bobbi Lunday-Recorder

Guests

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 1:02 p.m.

b) Review of June 14, 2016 Minutes

i) The June 27, 2016 minutes were reviewed and approved by council.

2) OLD BUSINESS

a) Staff Senate By Laws

i) The Staff Senate By Laws were reviewed and approved by council.

3) NEW BUSINESS

a) Adult Farm Management Academic/Student Affairs

i) Council discussed refilling a half time position in Adult Farm Management. The discussion was tabled for further review.

b) Electrical Project

i) July 12th the bidders will be on campus for a walk-through to assess the Electrical Switch Gear project and bids will be opened on July 26th at 3:00 p.m.

c) Facility update

i) Hallway to Gilliland and South hall will soon be finished. Council inquired if there was a plan for protecting the carpet where the Day Care Center's lunch tables are located.

ii) Council also discussed the diseased Elm trees that will require removal. Noting it is necessary to accelerate the removal process if saving the remaining healthy trees is to be a priority.

d) Department Reports

i) VP Kenner reported the biennial budget will be due in August. Budget planning meetings will be scheduled.

ii) VP Goulding reported the Paramedic to Nurse grant has been successfully completed and final report was submitted. Its goal was to build a fast-track for paramedics to become nurses. The curriculum is built and tested three students completed the first cohort. Seven or eight students are enrolled for next year.

iii) Cindy Brown reported she is working on outreach to other campuses through LRSC Marketing Program Articulation Agreements.

- iv) A fast track baccalaureate degree to finish in three years at Valley City State University by starting at LRSC and finishing at Valley City is in the planning phase.
- e) **Celebration and Thank You** (Cake 2:00p dining room)
 - i) The campus was invited for cake in the dining room to say thank you for all the hard work that went into the past weekend's 75th festivities.

1) ADJOURNMENT

- a) **Upcoming Scheduled Council Meeting**
 - i) The meeting was adjourned at 2:00 p.m. and the next meeting of the Administrative Council will be:
 - (1) Tuesday, July 26 @ 9:00a