

Approved on 03/20/2023

Administrative Council Meeting Minutes

Thursday, March 9, 2023

President's Office 3:30 p.m.

(Highlight in blue assignments that need to be completed)

PRESENT

Dr. Doug Darling- President
Lloyd Halvorson- Vice President for Academic/Student Affairs
Joann Kitchens - Vice President for Administrative Affairs
Dan Driessen- Assistant Vice President for Student Affairs
Melissa Moser-Faculty Senate Representative
Erin Wood, College Relations Director
Bobbi Lunday- Recorder

Guests

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 3:05 p.m.

b) Review of February 21, 2023 minutes

i) The minutes of the previous meetings were reviewed and approved.

2) OLD BUSINESS

a) 100.01 Brief History Policy Change Request (President)

i) Tabled until June

b) Meal Plan Increase (Administrative Affairs)

i) See a copy of the approved plan. (Attached below)

ii) President Darling and VP Kitchens will meet with coaches to ensure they understand the plan.

3) NEW BUSINESS

a) President's Objective Results (President)

i) President Darling has requested departments report out on progress by May 1, 2023.

b) Math Pathways (Academic/Student Affairs)

i) VP Halvorson reported the Math Pathways committee has approved Math 110 (Math for Society) as a general ed. He explained that it comes with pitfalls for STEM students, which includes Business and student athletes that want to go on to play sports for two more years. LRSC will need to train advisors, those students will still need Algebra (Math 103). It is required by NCAA for student athletes and College Algebra is a prerequisite for Micro or Macro Economics for Business students.

c) Shorelines (Academic/Student Affairs)

i) VP Halvorson announced that Jolie Johnston will be the Shorelines Champion. To have Shorelines printed by graduation it will need to be at the printer by April 14, 2023. She is reaching out to all that had items in the first edition. Dianne Gunderson will do the layout and editing. Director Wood and Design Specialist Beckman will take care of printing and post an electronic copy on LRSC's website.

d) Nursing (Academic/Student Affairs)

i) Expansion to Jamestown: LRSC has been asked by DCB to take over their nursing site in Jamestown. President Darling will request a written request from DCB Dean Simone. VP Halvorson will submit

information to the System Office then on to HLC. Jamestown Public Schools is creating cohorts of students,

so they are ready to enter the Nursing program as freshmen. President Darling will visit with Polly Peterson at the University of Jamestown.

- ii) Apprenticeships (Bismarck): VP Halvorson announced that Essentia Hospital is signing up for the program and it looks like Sanford in Bismarck is going to come on board also.
- iii) GF Facility Expansion: VP Halvorson has learned that Achieve Therapy is vacating the west end of the building. LRSC needs more space and if the landlord comes back with a reasonable deal, we will seriously consider adding onto the current location.

e) **Humanities Wing Renovation** (Academic/Student Affairs)

- i) VP Halvorson has discussed the humanities wing reno with the faculty and think LRSC could do a basic refresh much like the business wing face lift. IT, HR & Physical Plant departments have met with the instructors to find out their wants and needs. Things should be progressing soon. President Darling will be available to meet with faculty if they desire to visit with him.

f) **SCC3 Grant Status** (Academic/Student Affairs)

- i) VP Halvorson announced that LRSC did not get the grant that we applied for with WSC, NDSCS TMCC, BSC.

g) **Academic/Student Affairs Update** (Academic/Student Affairs)

- i) NDSU Dual Credit update: Intro to precision ag, etc. Need to upload our dual credit course schedule if we are offering it. NDSU cannot offer Dual Credits for things other campuses are already offering. Course list due to system office so NDSU can go through it.
- ii) Community Paramedicine Program Approval (AAC): Approved at AAC (Academic Affairs Council) but needs to go to the State Board committee for final approval.
- iii) New Prefix Approval (AAC): LRSC has received approval to use the EMS prefix.
- iv) Program Name Change Request (AAC): A request to change Liberal Arts Certificate to Certificate in College Studies has been made to clear up confusion between the certificate and the degree.
- v) Admissions Audit update: VP Halvorson reported that they will audit how we handle each application. They have already pointed out that LRSC will need to make a policy change for at risk student committee.

h) **Legislative Updates** (President)

- i) President Darling testified in favor of LRSC's portion of the HE budget on 3/7/23. He added in the 5 million in building repairs due to the extension of the 2yr to a 4yr waiting period.
- ii) Challenge Match on the House side LRSC would have 1 million and they removed the Athletic Scholarship and Facilities restrictions.
- iii) The bill to carry concealed weapons on campus has been killed.
- iv) Board proposed to oppose the bill that is a pilot for tenure at DSU and BSC and the book ban bill.

i) **Discussion**

- i) Melissa Moser put together a proposal to offer a humanities credit for a spring break nursing trip to the Dominican Republic to provide humanitarian nursing services. She will schedule a meeting with VP Halvorson to list the credit.

j) **Update on Open Positions**

- i) Accounts Receivable Associate: reopened with a March 19 cut-off date
- ii) Administrative Assistant (Apprenticeships): unknown
- iii) Advancement Coordinator: unknown
- iv) Dual Credit Coordinator/Advisor:

4) **ADJOURNMENT**

a) **Adjournment**

- i) The meeting was adjourned at 4:45 p.m.

b) **Upcoming Scheduled Council Meetings**

- i) The next meetings of the Administrative Council will be M-March 20@9a, M-April 10@9:30a

**LAKE REGION STATE COLLEGE
FY24 BOARD RATE DETAIL
Effective August, 2023**

Updated: 2-22-23

BOARD	SEMESTER	YEAR	NUMBER OF MEALS PER YEAR	AVERAGE COST PER MEAL
Silver Plan: 7 days/10 meals per week	1,875.00	3,750.00	340	11.03
Gold Plan: 7 days/15 meals per week	2,400.00	4,800.00	510	9.41
Platinum Plan: 7 days/19 meals per week	2,700.00	5,400.00	646	8.36
Athletic Plus Plan: 7 days/19 meals per week	2,300.00	4,600.00	578	7.96
Athletic Travel Plan (Volleyball) - Covers Travel including home meals 2 weeks prior to school starting & need to have Athletic Plus Plan with it.		1,050.00	89	11.80
Athletic Travel Plan (Softball) - Covers Travel & spring break, need to have Athletic Plus plan with it.		1,050.00	77	13.64
Athletic Travel Plan (Baseball) - Covers Travel & spring break, need to have Athletics Plus Plan with it.		1,050.00	81	12.96
Athletic Travel Plan (Basketball) - Covers Travel & Christmas break, need to Athletics Plus Plan with it.	700.00	1,400.00	112	12.50
Athletic Travel Plan (Hockey) - Covers Travel & Christmas Break & need to have Athletics Plus Plan with it.	700.00	1,400.00	112	12.50

Winter Break Plan (40 meals):	360.00	360.00		9.00
Spring Break Plan (14 meals):	125.00	125.00		8.93
Off-Campus Student Only (3 meals/week):	475.00	950.00		9.31
Off-Campus Student Only (5 meals/week):	775.00	1550.00		9.12

International (non-athlete) students need minimum of Platinum Plan

Silver Plan - 7 days/10 meals per week

Aug 20 thru Dec 16 and Jan 7 thru May 12

- Includes:** Breakfast, Lunch and Evening options during scheduled class days Monday through Friday.
Orientation Weekend.
Brunch and Evening only on Saturday and Sunday.
If no classes (Holiday or Official Closing) will serve Brunch & evening meals only.
- Does not include:** Thanksgiving Day, Easter Day, and spring break.

Gold Plan - 7 days/15 meals per week

Aug 20 thru Dec 16 and Jan 7 thru May 12

- Includes:** Breakfast, Lunch and Evening options during scheduled class days Monday through Friday.
Orientation Weekend
Brunch and Evening only on Saturday and Sunday.
If no classes (Holiday or Official Closing) will serve Brunch & evening meals only.
- Does not include:** Thanksgiving Day, Easter Day and spring break.

Platinum Plan - 7 days/19 meals per week

Aug 20 thru Dec 16 and Jan 7 thru May 12

- Includes:** Breakfast, Lunch and Evening options during scheduled class days Monday through Friday.
Orientation Weekend
Brunch and Evening only on Saturday and Sunday.
If no classes (Holiday or Official Closing) will serve Brunch & evening meals only.
- Does not include:** Thanksgiving Day, Easter Day and spring break.