

Approved on 02/23/24

Administrative Council Meeting Minutes

Friday, February 9, 2024

President's Office 8:30 a.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

Erin Wood-Director College Relations

Kristi Kienast-Hernandez and Scott Sandy-Faculty Senate Representatives

Bobbi Lunday- Recorder

Guests

Jade Erickstad, Director Academic Affairs

Tanner Nicholls, Director Ag Center

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 8:33 a.m.

b) Review of January 22, 2024, minutes

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

2) OLD BUSINESS

a) Athletic Training Facility Update

i) President Darling announced that two consultants will be on campus February 12-13, 2024. Administrative Council, Coaches, Booster Club President, Executive Director Arango and Executive Director Emerita Nord will meet with the consultants beginning Monday, February 12th at 8:30 a.m. -11:30 a.m. in the dining room. The Foundation Board of Directors and faculty on the steering committee will join from 12:00 p.m. – 2:00 p.m. Individual interviews with community members and the consultants are scheduled to be held in between.

b) Weight Room Relocation Progress

i) Tabled

c) College for Kids Update 2024

i) President Darling met with Coordinator Lois Bachmeier and faculty members to work on scheduling instructors and funding. Online registration and payment through the business office is not useable on their system yet. TrainND has software to collect online payments.

d) SBHE @ LRSC September 2025 (President)

i) President Darling announced that hosting the SBHE will not take place until 2025.

3) NEW BUSINESS

a) Precision Ag Program Name/Curriculum Change Proposal (Tanner Nicholles/Jade Erickstad)

i) Hofstad Ag Center Director Tanner Nichols and Academic Affairs Director Jade Erickstad presented proposed changes to the Ag curriculum. They would like to hire a part-time instructor that has a bachelor's degree in animal science. LRSC will retain the current Ag degree but adds two branches animal and business. President Darling would like to think creatively about a name other than Farm & Ranch Management. Academic Affairs will file name change with HLC. Then work on adding the certificates. VP Halvorson added if we can get ready by next week, we can get the certificate piece done also.

b) Dockside Sponsor (College Relations)

- i) Devils Lake Park Board asked for a donation for the project, while LRSC cannot donate state funds we can pay for advertising. Director Wood will follow-up with DLPB on options.
- c) **ND State Staff Senate Storm Closures Recommendation** (President's Office)
 - i) LRSC Staff Senate did not have recommendations for LRSC as the current procedure seems to work for everyone.
- d) **Discussion**
 - i) Diversity waiver policy: VP Halvorson has concerns over awarding scholarships due to race. There was much discussion. It is important to follow board policy so we will also prioritize economically disadvantaged and diverse populations.
- e) **Update on Open Positions**
 - i) Enrollment Services Specialist: The committee is meeting on February 14th to review applications and choose individuals to interview.
 - ii) Dual Credit Coordinator: This has been changed to an Admissions Specialist position.
 - iii) CTE Day: Due to the weather some schools chose not to send students, but LRSC had 286 student guests on campus for CTE day.
 - iv) Room and Board / Tuition & Fees Rates: VP Kitchens stated that the tech fee was the only fee that was increase. Room and Board rates are published below.
 - v) RAFO: The leaders were on campus this week. Details of the next steps are still being worked out.

4) ADJOURNMENT

- a) **Adjournment**
 - i) The meeting was adjourned at 10:22 a.m.
- b) **Upcoming Scheduled Council Meetings**
 - i) The next meetings of the Administrative Council will be F-Feb 23@8:30a, W-March 20@9a