

Approved on 1/12/23

## Administrative Council Meeting Minutes

Thursday, December 1, 2022

President's Office 2:00 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

*Athletic Director Jared Marshall 2pm*

### 1) CALL TO ORDER/REVIEW MINUTES

#### a) Call to Order

i) The meeting was called to order at 2:06 p.m.

#### b) Review of November 22, 2022, Minutes

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

### 2) OLD BUSINESS

#### a) Suggestion Box: Centralized Mail Deliveries

i) Tabled until more research on possible locations is complete.

#### b) 2020-2025 Strategic Plan (President)

i) Next step is to finalize the Long-Term Strategic Plan. Council is scheduled to meet November 30, 2022 to work on the plan.

#### c) Office Moves Phase II

i) Tabled, waiting for cost estimates.

#### d) Hockey (Academic/Student Affairs)

i) VP Halvorson distributed an update for the ice time estimate. \$10,000 per team unless the coach wants weekend practices then it would be \$12,500. By 2025 we would want to budget \$15,000 per team for ice time. Cost for gams would be about \$300.

ii) VP Halvorson explained that Faculty Senate was briefed and were generally enthusiastic about the idea of bringing more students on campus. Some of them had ideas for potential coaches. President Darling asked if LRSC would need to add more staffing in the residence halls to aid with supervision. President Darling will review the information and have discussions with individuals at other institutions that have started teams.

iii) USA Clay Target is looking at helping to start an NJCAA Mon-Dak Clay Target conference. USA College Clay Target League is also an option. With our facilities LRSC could handle a 20-person team.

iv) Fall 24 VP Halvorson and Director Marshall hope to bring back men's and women's golf with goal to recruit 8 men and 8 women.

v) Discussed dance team, cheer team, drama

#### e) Wind Turbine Repairs (President)

i) Wind turbine is up and running.

### 3) NEW BUSINESS

#### a) Indirect Costs (Administrative Affairs)

i) VP Kitchens reported the agreement is good for four years. She just submitted paperwork to get approval.

b) **Discussion**

i) Providing food service in residence halls over holiday break discussion. Unless we force people out of resident halls or provide food service.

ii) Physical Plant needs to know when activities are scheduled on campus.

iii) DLHS, play we have paint on the floor and curtains. VP Halvorson will visit with their director.

iv) Faculty Welfare committee will be meeting to advocate for a cost-of-living raise. ND Student Organization is going to ask ND Legislature for a cost of living raise for faculty and staff.

v) Readers Theater

vi) Governor's address is coming up

vii) Final apprenticeship webinar, good participation so far. Meeting with CAE will move forward with apprenticeship.

viii) 4% hold harmless or must make cuts. We are looking at who has capacity to do more than they are doing. Have identified 10 people that could contribute to other areas. .

c) **Update on Open Positions**

i) Online/Dual Credit Advisor: [Continue to review the structure for this position.](#)

ii) Ag Programs Director (Preston Sundeen): There are three applicants one local and two out of state.

iii) Ag Program Instructor (Oybek Turayev):

iv) PT Foundation Assistant (Samantha McKay):

**4) ADJOURNMENT**

a) **Adjournment**

i) The meeting was adjourned at 4:06 p.m.

b) **Upcoming Scheduled Council Meetings**

i) The next meetings of the Administrative Council will be Th-Dec 15@9a, Th-Jan 5, 2023@2p