

Approved on 4/10/2023

Administrative Council Meeting Minutes

Monday, March 20, 2023

President's Office 9:30 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
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 9:30 a.m.

b) Review of March 9, 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) Collecting information. Tabled until June 2023 for updating purposes.

b) President's Objective Results (President)

i) President Darling reminded council to report out by May 1, 2023.

c) Nursing Apprenticeships-Bismarck (Academic/Student Affairs)

i) VP Halvorson worked out a plan with VP/Academic Affairs, Dr. Dan Leingang who was appreciative that LRSC is willing to working with them. The plan is that Sanford of Bismarck will enroll employees as degree seeking in BSC's Nursing Program and those students will also enroll collaboratively in LRSC's apprenticeship program. BSC will eventually create their own apprenticeship program. BSC Nursing Director Annie Paulson will work with DNP Director Traynor and Department Chair Clementich to lead the plan.

d) Humanities Wing Renovation (Academic/Student Affairs)

i) Procurement Champion Lillehaugen is considering furniture for the classroom reno. Connect Interiors is expensive, so she is weighing options vs purchasing same furniture from Amazon. If purchased from Amazon it would have to be assembled and if there was an issue the service would not exist. It will take three months to receive the furniture.

3) NEW BUSINESS

a) Approve 2023-2024 Academic Calendar (Academic/Student Affairs)

i) The final draft of the 2023-2024 Academic Calendar was approved by Administrative Council via email vote on 03-24-23 and uploaded to the website.

b) International Advisor/ PowerSkills Coordinator (Academic/Student Affairs)

i) VP Halvorson announced that Brady Weber has resigned his position to take a job in the business office at Leading Edge Equipment. Director Zehrer would like to post the position a.s.a.p. VP Halvorson said they will gage internal interest before listing the position externally.

c) Up-Date on Athletic Facility (President)

- i) President Darling shared the first draft of JLG's Athletic facility rendering. Council discussed pros and cons. President Darling will have a conference call with JLG to relay the feedback.
 - d) **Legislative Updates** (President)
 - i) President Darling reported there will likely be some serious cutting in the next few weeks. The budget is 1.6 billion over what they have coming in for revenue which is forecast to be 70-79 million.
 - ii) Bill 3002 concurrent resolution for sports betting legislation we oppose. The concern is they will be putting pressure on college students for inside information.
 - iii) Other bills currently being monitored closely are: 2231 preferred pronoun, 1003 grants for UAS, 2019 repeal property tax levy for med school, 1382 CTE or ND Scholarship to use for apprenticeship. The open records for SBHE members to have access to all past executive board meetings ended with a 7-1 no vote in House. The concern is it would do damage for potential future Presidential applicants. Most do not want to be reported as job seeking publicly before announcing finalist.
 - e) **Discussion**
 - i) Remember to attend the Campus Holiday Gathering: Black Paws Brewing Co. March 20th @ 6pm (RSVP by March 12th)
 - ii) Assistant VP Driessen announced that his idea for offering Dual Credit students a fast-track into a career has been coined by BSC. They have invited DC students from all over to "Fast-track" for with BSC. LRSC needs to get their offerings out there.
 - iii) VP Kitchens announced that the elevator shaft they were working on blew out. The parts are on order and it's another \$50,000 hit to deferred maintenance.
 - f) **Update on Open Positions**
 - i) Accounts Receivable Associate: one applicant closes tomorrow.
 - ii) Administrative Assistant (Apprenticeships):
 - iii) Advancement Coordinator: Good applicants
 - iv) Dual Credit Coordinator/Advisor: 4 applicants
- 4) ADJOURNMENT**
- a) **Adjournment**
 - i) The meeting was adjourned at 11:09 a.m.
 - b) **Upcoming Scheduled Council Meetings**
 - i) The next meetings of the Administrative Council will be M-April 10@9:30a, Tu-April 25@1:00p