

Approved on 06/29/23

Administrative Council Meeting Minutes

Wednesday, May 31, 2023

President's Office 9:00 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-Director College Relations
Bobbi Lunday- Recorder

Guests

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 9:10 a.m.

b) Review of May 10, 2023 minutes

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

2) OLD BUSINESS

a) Additional Space GF Nursing Facility (Academic/Student Affairs)

i) Tabled until meeting with Nursing Department Chair is completed.

3) NEW BUSINESS

a) LRSC Admission Process Audit Report Response (Academic/Student Affairs)

i) Risk Designation-Moderate risk recommendation M23-1 Incomplete documentation for freshmen who may pose a risk: LRSC requests that this section be moved to the "low risk" category. In 2019 the SBHE allowed each institution the opportunity to eliminate the safety and security questions altogether. Six institutions chose to keep them and five eliminated them. LRSC kept them as we felt it was a "low risk" item that allowed us to know where a potential problem could arise. If asking the safety and security questions are deemed unnecessary by the SBHE and are now optional by policy, we believe the issue should be evaluated as "low risk" to the institution.

ii) VP Halvorson discussed LRSC's response to the Admissions Audit Report. President Darling and VP Halvorson will be added to the agenda to discuss the moderate risk recommendations at the next SBHE Audit Committee meeting.

iii) Criminal History Letter Edits: Approved edits attached below.

iv) 800.01 GENERAL: Approved edits attached below.

v) 800.02 ADMISSIONS: STANDARDS, REQUIREMENTS, ACCESS, APPLICATION PROCESS: Approved edits attached below.

vi) 800.03 ADMISSIONS: CATEGORIES AND EXCEPTIONS: Approved edits attached below.

vii) 800.07 STUDENT CRIMINAL HISTORY BACKGROUND CHECKS: Approved edits attached below.

viii) 800.29 CARES TEAM: Approved edits attached below.

b) 100.01 Brief History Policy Change Request (President)

i) Collecting information. Tabled until June 2023.

c) Campus SnapShot 2023

- i) Council updated the content for 2023 SBHE members. (Document attached)
- d) **Two Page Summary Review**
 - i) Council members have submitted information for the Executive Summary to be completed by June 15, 2023.
- e) **Discussion**
 - i) President Darling discussed more face-to-face meetings for Academic/Student Affairs and Administrative Affairs to promote collegiality during the SBHE retreat. He also discussed the concerns of program duplication and marketing of programs that are already offered in other communities.
 - ii) Administrative Affairs is working on budgets and will meet with President Darling soon.
 - iii) Shorelines is finished.
 - iv) VP Kitchens reported she has scheduled a meeting with ABS to discuss new color copiers at the end of June. LRSC must decide what type of functionality we want in this copier as there are many options.
 - v) VP Kitchens reported the expense of keeping the 800 number is only \$40 so we will keep it.
- f) **Update on Open Positions**
 - i) Advancement Coordinator:
 - ii) Wind Energy Technician Instructor: Tucker Salander accepted and starts June 5th.
 - iii) Administrative Assistant PowerSkills & TRiO: Interviewing
 - iv) Baseball Coach: 2 applicants
 - v) Men's Hockey Coach: No applications yet.
 - vi) Campus Store Assistant/Barista Mgr: one applicant
 - vii) Custodian x2: One applicant has been interviewed, no other applicants so far.
 - viii) Nursing Instructor-Jamestown:
 - ix) Nursing Instructor-Mayville/GF: Shalee Lorenz accepted the position.

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 Th-June 29@10:00a, M-July 10@10a, M-July 31@1p

See included attachments below

April 25, 2023



Dear [REDACTED],

Thank you for submitting an application for admission to Lake Region State College.

Lake Region State College is committed to provide a safe and crime-free learning environment for all students. Answering yes to criminal history questions on the application for admission requires that you submit additional information so your application can be fully processed. Lake Region State College believes that all persons must be given an opportunity to learn and complete an educational program regardless of their previous or pending criminal history. As such, no person will be denied that opportunity. Enrollment conditions (i.e. online classes only, not allowed in the residence halls, daytime classes only, etc.) may be imposed for applicants who are determined to present a risk of harm to persons or property. ~~to move forward in the admissions process.~~

You will need to provide: **An official copy of your criminal history record.**

- ~~1. Official copy(s) of your prior criminal history record(s) and any current or pending adult charges.~~
- ~~2. If sanctions were imposed, an official copy of letter(s) or document(s) which indicate the nature of the sanctions imposed and which confirm the completion of all sanctions imposed.~~
- ~~3. A letter of support from a corrections worker or rehabilitation professional.~~

Criminal history record information must be provided from EACH STATE that has a criminal record on you. To assist in the request of the information in the state of North Dakota we have provided the address and contact information below:

North Dakota Bureau of Criminal Investigation-Criminal Records Station
4205 State St
PO Box 1054
Bismarck ND 58502-1054
Phone: 701-328-5500

All official documents must be sent directly to Lake Region State College-Admissions Office by the agency providing the criminal history information, and/or sanction information. ~~We will not accept copies and no further action will be taken on your admissions application until we receive the official documentation.~~ Failure to provide all of the requested documentation **will delay your application processing which could affect your start date as a student at Lake Region State College.** could result in the denial of your admission. If you are admitted and it is determined that you did not disclose all the information concerning your criminal and/or disciplinary history, including current and pending charges, you could be expelled and any credits you may have earned could be revoked.

All documentation must be received 30 days prior to the start of the term to be considered for admissions. Please request that these documents are sent to:

Lake Region State College
Attn: Admission Office
1801 College Dr N
Devils Lake, ND 58301-1598

Your information will be forwarded to the Admissions Committee. The Admissions Committee reviews the application and all the requested documentation. They may allow applicants to become students with full or conditional access to the campus, or they can reject the application. Students will be notified in writing of their decision. **Your application for admission will not be processed until the Admission Committee has received and reviewed all materials requested.** The Admissions Committee may ask you to schedule an appointment to discuss questions or concerns.

Sincerely,

Daniel Driessen
Assistant Vice President Student Affairs

Lake Region State College Policy and Procedure Manual

SECTION 800.01 GENERAL

Lake Region State College expects that people who register as students are responsible citizens. Students have the responsibility to observe and maintain a code of personal and social behavior conducive to efficiency as students, happiness as individuals, and effectiveness as members of groups. The College philosophy toward student rules and regulations requires a sincere respect for the rights of other persons.

Students are required to familiarize themselves with the policies and procedures of the institution. The Policy and Procedure manual is available on the LRSC website.

~~Annually, the College administration shall include all rules, regulations, and procedures relevant to students in a 'Student Handbook', which shall be made available to every student.~~

History

Administrative Council Approved 12/07/15

Administrative Council Approved 05/31/2023

Lake Region State College Policy and Procedure Manual

SECTION 800.02 ADMISSIONS: STANDARDS, REQUIREMENTS, ACCESS, APPLICATION PROCESS

1. General: Lake Region State College shall establish standards and requirements for admissions consistent with North Dakota State Board of Higher Education (NDSBHE) policies and the North Dakota University System (NDUS) procedures.
2. ~~Affirmative Action Policy:~~ In accordance with federal law, the policy of Lake Region State College is that all persons shall have equal opportunity in any phase of College activity without being discriminated against on the basis of race, color, national origin, religion, sexual orientation, gender identity, genetic information (GINA), sex, age, creed, marital status, veteran's status, political belief or affiliation or disability, in its admissions, student aid, employment practices, education programs or other related activities.
3. Standards: General standards for admission are currently established as being any one of the following:
 - a. A graduate of an accredited high school.
 - b. A student transferring from another accredited collegiate institution.
 - c. A holder of the General Education Development (GED) certificate.
 - d. A high school student in grade 10 with a G.P.A. of 3.5 or higher, or grades 11 and 12 with a G.P.A. of 3.0 or higher and has the approval of a high school official.
 - e. A student who does not fall under any of the above categories will be considered for special admission to Lake Region State College by the Student Affairs Office.
4. Definition of Admit Types
 - a. First Year Freshman: A student has not attended a college or university after high school graduation.

- b. Early Entry: A high school student who wishes to take college credit while in high school, to include those students earning dual credit.
 - c. Non-Degree: A student who enrolls in a limited number of courses and will not receive a degree or financial aid from LRSC.
 - d. Readmit: A student who has attended LRSC before, did not complete a degree and is returning to complete additional coursework.
 - e. Continuing: A student who has completed a degree at LRSC and is returning to complete additional coursework.
 - f. Transfer: Previously attended one or more postsecondary institutions following their high school graduation and is enrolled in a degree-seeking program.
5. Requirements and Process:
- a. To gain admission to Lake Region State College, a student must submit the following items to Admissions in Student Affairs:
 - i. The *Application for Admission* along with the non-refundable fee.
 - 1. **Only** the President can approve an application fee waiver. If a student would like to request an application fee waiver, **they must request it through the VP of Academic and Student Affairs.**
 - ~~a. A personal statement outlining his/her desire to attend LRSC~~
 - ~~b. A recommendation from the counselor or principal of the school in support of the waiver.~~
 - ~~c. One of the following documents supporting economic need~~
 - ~~i. Proof of waiver from ACT/SAT; or~~
 - ~~ii. Proof of acceptance into the free/reduced lunch program; or~~
 - ~~iii. Proof that the student is enrolled in a TRiO program; or~~
 - ~~iv. Proof of foster home care or ward of the State.~~
 - ii. Proof of high school graduation or its equivalency: an official transcript of high school or official General Education Development (GED) transcript.
The following students are exempt from this admission requirement:
 - 1. Early Entry students will need to submit an unofficial high school transcript.
 - 2. Transfer students who have completed an associate in arts or associate in science are not required to submit a high school transcript.
 - iii. An official transcript of any previous college.
 - 1. A transfer student on academic probation from another college will be admitted on academic probation.
 - 2. Transfer students suspended from other institutions will not be permitted to enroll until the required conditions for reinstatement are met at the suspending institution.
Student may petition with the Assistant Vice President of Student Affairs for enrollment if they can document circumstances contributing to academic difficulty.
 - iv. ~~Placement Test Scores: All student pursuing a certificate, diploma and associate programs of study are required to submit placement test scores, preferably the American College Test (ACT) or Scholastic Aptitude Test (SAT). LRSC may accept a COMPASS or ACCUPLACER exam or another nationally approved exam in lieu of ACT or SAT.~~
The following students are exempt from this admission requirement:
 - ~~1. Students who will be age twenty-five (25) or older on the first day of admit term.~~
 - ~~2. Students who transfer in 24 or more semester credits.~~
 - ~~3. Individual students may be granted exemptions by the Registrar on a case-by-case basis.~~
 - v. Admission requirement exemptions: ~~Non-degree-seeking students need to submit the Application for Admission and the non-refundable admission fee.~~
6. Immunizations:
- a. Measles, Mumps and Rubella: Students enrolled at Lake Region State College must provide documentation of immunity to measles, mumps and rubella. Documentation of immunity means:

1. Evidence of two doses of measles, mumps and rubella vaccine no less than 28 days apart from a licensed physician or health department official; or
 2. Blood testing which proves immunity exists; or
 3. A birth date prior to 1957.
- b. Meningococcal: Students aged 21 and younger must provide documentation of meningococcal immunity. Documentation of immunity means evidence of at least one dose of meningococcal conjugates vaccine at age 16 or older.
 - c. The following students are exempt from providing proof of immunization to measles, mumps, rubella, and meningococcal:
 - i. Students enrolled only as early entry,
 - ii. Students enrolled only in distance learning or other courses taught off campus,
 - iii. Students enrolled collaboratively when LRSC is the provider campus,
 - iv. Students enrolled only in continuing education or non-credit courses,
 - v. **The student is a** North Dakota University System benefitted employees.
 - d. Exemptions to the policy may also be granted when a licensed physician certifies that a students should not be immunized for measles, mumps or rubella or if a student’s beliefs prohibit immunization.
 - e. Any individual who has been exempted from any of the immunization requirements may be required to stay off campus, including exclusion from campus activities, in the event off an outbreak of a communicable disease until the danger is over.
 - f. Evidence of immunization may be shared with another institution of higher education or other entity upon request of the student and with public health authorities during a public health emergency.
 - g. Tuberculosis: Testing is required of international students from high-risk countries as identified by the World Health Organization and any other student determined to be high risk for TB exposure.
- ~~7. Students applying to the Peace Officer Training Program, Nursing Program, and Speech Language Pathology Paraprofessional Program must complete additional admissions requirements.~~
7. Conditional Admissions: Students have one semester to complete their admission file. Students will be placed on admissions file hold and will not be allowed to register in subsequent semesters or receive an official transcript until the admissions file is complete.
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History

Administrative Council Approved 12/07/15
Administrative Council Approved 06/27/16
Administrative Council Approved 08/28/17
Administrative Council Approved 06/30/21
Administrative Council Approved 07/27/21
Administrative Council Approved 05/31/2023

Lake Region State College Policy and Procedure Manual

SECTION 800.03

ADMISSIONS: CATEGORIES AND EXCEPTIONS

1. Special Groups: At times Lake Region State College may contract to train and educate special groups of students. In such cases, admissions requirements may be waived or altered and special requirements established with the approval of the President.
2. International Students:
 - a. LRSC is authorized under federal law to enroll non-immigrant, alien students.

- b. An international student seeking admission to LRSC must submit all admissions items as required of all new or transfer students.
 - c. All transcripts, including high school or postsecondary transcripts for institutions not located in the US, must be submitted for evaluation to the foreign credentials service of America (FCSA) or member organizations of the national association of credential evaluation services (NACES) or the association of international credit evaluators (AICE) if evaluation cannot be provided by trained admission staff.
 - i. Official Secondary and Official Postsecondary transcript criteria are defined in SBHE Policy 411. Where official transcripts are necessary, LRSC will comply with those criteria.
 - ii. Non-degree seeking students participating in a J-1 cultural exchange program, not exceeding two semesters in length, are exempt from the transcript evaluation requirement in 2.c above.

International students (excluding Canadian students) must submit their high school credentials and post-secondary credentials to World Evaluation Services (WES) for a formal evaluation.

 - iii. ~~For evaluation of high school credentials, students should order the WES Basic package, Document by Document evaluation.~~
 - iv. ~~Post-secondary credentials must be evaluated by WES using the WES Basic package, Course by Course evaluation. The evaluations are completed at the student's expense. The International Student Advisor may authorize other companies that may be used.~~
 - d. An applicant whose native language is not English is required to demonstrate proficiency in the English language. Proficiency options can be found in NDUS procedure 402.9.
 - e. The student must provide evidence of adequate funding as required by the SEVIS Form I-20, which covers the cost of one year of education and living expenses. Acceptable forms of evidence must be less than six months old and may include a bank statement or certificate of balance/certificate of deposit signed by a bank official on official bank letterhead indicating the current balance from the student, the student's family, or another individual sponsor. ~~The student must provide an original copy of the Lake Region State College Financial Statement, along with a bank official's signature and official bank stamp, indicating the ability to cover all costs related to attendance at LRSC.~~
 - f. Additional health requirements, such as tuberculosis testing for students originating from high risks countries, may apply.
 - g. International students are required to live in campus housing throughout their entire course of study at LRSC. International students are also required to purchase a meal plan. For the first semester, international students are required to purchase the most comprehensive meal plan. For subsequent semesters, students may choose an alternate meal plan, unless they are a member of an athletic team.
3. Additional identification of prospective students will be required when the following conditions exist:
 - a. Permanent Residents will be required to provide a copy of their Permanent Resident card.
 - b. Names which appear to be probable errors will require the student to supply additional documentation for proof of identity such as a copy of a government issued identification card (social security card, passport, etc.)
 4. Home educated students must provide the following:
 - a. A high school transcript, complete with graduation date, a listing of classes completed, performance score or grade (with key explaining grading) in each class in grades nine through twelve, which must be verified by the parent or the instructor; and additional information that may be required such as providing course syllabi and/or description of course content; or
 - b. a GED transcript.
 5. LRSC is committed to providing an atmosphere that encourages learning, the exchange of ideas, and interacting with one another in a safe environment. In conformance with the Crime Awareness and Campus Security Act of 1990, and State Board of Higher Education Policy 402, the following policy applies:
 - a. LRSC, in accordance with SBHE policy 511 and NDUS procedure 511, will require the applicant to answer the safety and security questions on the admissions application.
 - b. LRSC may ~~deny or~~ place conditions on admissions, the enrollment of applicants, and the return of former students if LRSC determines such person represents a safety risk to students, employees, or property. Criteria for determining if an applicant or former student represents a safety risk may include but is not limited to: 1) a criminal background that includes crimes involving injury or threat of injury to others or property damage, 2) prior disciplinary actions at LRSC or another institution, 3) status as a sex

offender or offender against children, 4) prior or continued substance abuse, 5) the totality of criminal behavior which may indicate a likelihood to reoffend, and 6) other like indicators of risk. Behaviors that may mitigate risk include evidence of treatment, duration of sobriety, acceptance of responsibility, and the amount of time that has passed since the most recent offense. ~~extent to which the applicant or former student has been rehabilitated.~~ The Assistant Vice President of Student Affairs will review applicants that may pose a risk **and determine if any enrollment conditions are necessary.** ~~If necessary, the Behavioral Intervention Team will review applicants of concern and render a recommendation.~~

- c. Applicants **will be notified in writing of any enrollment conditions imposed** ~~denied admission~~ by the Assistant Vice President of Student Affairs. Applicants have the right to appeal **that** decision to the Vice President for Academic and Student Affairs within 10 calendar days of the date the notice was received. Appeals must be in writing, include a statement of reason why ~~LRSC the decision~~ **the decision** should be reconsidered ~~the decision~~, and shall include supporting documentation. **In evaluating the appeal, the VP for Academic and Student Affairs may ask for a review and recommendation from the LRSC Cares Team. The decision of the VP for Academic and Student Affairs is final.**
- d. ~~Any student who has had a criminal record as a minor and does not provide a copy of that record to admissions will be placed on the most restrictive access to campus and will not be allowed to live in the residence halls. If a copy of the criminal record is provided by the student, the Behavioral Intervention Team will then base the campus restrictions and residence hall living arrangements on the criminal record.~~

History

Administrative Council Approved 12/07/15

Administrative Council Approved 05/31/2023

Lake Region State College Policy and Procedure Manual

SECTION 800.07 STUDENT CRIMINAL HISTORY BACKGROUND CHECKS

In accordance with SBHE Policy and NDUS Procedures 511, Lake Region State College requires FBI checks or criminal history check be completed for specific programs.

The criminal history background check shall be completed before the student is formally admitted to the program or before they participate in a formal internship, practicum, field placement, or a clinical experience sponsored and arranged by the institution. Students who fail to provide evidence of a criminal history background check will not be allowed to participate in such activities as part of their program of study.

Criminal history background checks are required for students who have applied for admission to or are in enrolled in the following programs. This criminal history background check shall be conducted as a nationwide FBI check, North Dakota BCI Criminal History check, or by a LRSC approved vendor as indicated for each program.

1. Peace Officer Training Program – FBI check required
2. Nursing – Criminal History Background or FBI check

If a criminal history report received from the FBI, North Dakota BCI, or an approved vendor is used to make a determination of suitability of a student for **acceptance to admission to the institution or participation in any aspect** of their program of study, the institution must:

1. Notify the student that has been fingerprinted (if applicable) that the fingerprints will be used to check the criminal history records of the FBI;

2. Provide the student the opportunity to complete or challenge the accuracy of the information contained in the record;
3. Advise the student of the procedures for obtaining a change, correction or updating of an identification record as set forth in state law.
4. Refrain from making an adverse decision with respect to the student based on information in the record until the student has been afforded a reasonable time to correct or complete the record; or has declined to do so.

FBI criminal history reports received from the FBI or BCI are confidential according to federal law and FBI regulations, and may not be disseminated outside of the institution, and may be disseminated within the institution only for the purpose requested. Other criminal history information relating to enrolled students is subject to provision of FERPA.

The results of student background checks are considered educational records under FERPA and will be handled by institution recordkeeping policies. Information will only be shared pursuant to those rules and on a need-to-know basis. Background check results must be secured and kept separate from other background check information. These results must be ~~shredded~~ **retained** pursuant to NDUS retention policies. The FBI audits how FBI check records are handled.

History

Administrative Council Approved 12/03/2020

Administrative Council Approved 05/31/2023

Lake Region State College Policy and Procedure Manual

SECTION 800.29 CARES TEAM

The Cares Team is intended to support and assist students, faculty, and staff in dealing with problematic behavior that interferes with teaching, learning, and campus living.

1. Purpose: The Cares Team is responsible to provide proactive early intervention services for students, faculty, and/or staff who exhibit behaviors that cause concern for the safety and well-being of any member of the campus community.
2. Cares Team Members:
 - a. ~~Vice President of Academic and Student Affairs~~
 - b. Assistant Vice President of Student Affairs
 - c. ~~Director of Counseling~~ **LRSC Counselor(s)**
 - d. ~~Disability Services Coordinator~~
 - e. Director of **Student Success** ~~TRIO Student Support Services~~
 - f. Director of Human Resources
 - g. ~~Assistant~~ Director of Housing
 - h. A member of the Faculty
3. Reporting: All members of the campus community should report behavior that causes concern, is disruptive, or contains treats of harm to self or others. These behaviors may or may not constitute a violation of our student or employee code of conduct.

- a. Non-Emergency Student Reporting Process: Notification regarding a student should be made directly to the Assistant Vice President of Student Affairs or via email to LRSC.CARES@ndus.edu. In the absence of the Assistant Vice President of Student Affairs and/or access to email, the report may be made to any member of the team.
 - b. Non-Emergency Employee Reporting Process: Notification regarding an employee should be made directly to the Director of Human Resources or via email to LRSC.CARES@ndus.edu. In the absence of the Director of and/or access to email, the report may be made to any member of the team.
 - c. Individuals reporting concerns should include any information that may be helpful to the team in evaluating the situation, such as the duration, frequency, severity and/or progression of the behavior; any mitigating circumstances, and any actions previously employed by your or others to assist the individual or change the behavior.
 - d. Emergency situation or behaviors that cause immediate safety concerns should be reported immediately to the Devils Lake Police Department by utilizing 911 and by activating the campus safety team.
4. Team Meetings: The Cares Team shall meet at least monthly and more often as needed when reports of concern have been made.
 5. Responsibility
 - a. The Assistant Vice President of Student Affairs shall be responsible to ensure reports to the Cares Team regarding students are properly addressed, services are offered/provided, and actions are taken to address concerns.
 - b. The Director of Human Resources shall be responsible to ensure reports to the Cares Team regarding employees are properly addressed, services are offered/provided, and actions are taken to address concerns.
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History

Administrative Council Approved 09/14/16

Administrative Council Approved 05/31/2023

2023 Campus Snapshot | Lake Region State College

MISSION STATEMENT: Our mission is to enhance lives and community vitality through quality education.

SIGNATURE PROGRAMS:

- Wind Energy Technician
- Nursing * Accredited by ACEN
- Fitness Trainer Technician
**Accredited by CAAHEP*
- Simulation Technology
- Peace Officer Training
- Precision Agriculture

Competitive Position:

Since 1941, LRSC has provided quality education, career and technical training, workforce training, educational outreach, and lifelong learning. LRSC responds to economic and workforce issues and has developed strong private and governmental partnerships in its community capacity-building role.

Strengths, Challenges, Needs & Priorities

Strengths: Strong industry relationships, faculty expertise in specialty fields, one-on-one interaction in classrooms, hands on experience, facilities for career and technical education including a state-of-the-art nursing facility, precision ag program in a new ag education facility with adjacent farmland, and incredible community support. Loyal faculty and staff with many years of experience.

Challenges: Demographics of our immediate service area shows a concern for long-term enrollment. Duplication of programs throughout system institutions and NDUS institutions heavily recruiting in other campus service areas negatively affects enrollment. Inflation and rural setting make attracting qualified candidates for vacant positions difficult. Budget and human resources make recruiting on regional and national level for key programs challenging.

Needs:

- Six-year roof replacement and/or restoration project of almost \$3 million
- Construction of parking lot near Hofstad Ag Center
- Additional counselors to serve student mental health
- Update to humanities wing and connecting atrium (only minor repairs done since 1969)
- Fundraising and construction of a competition facility for athletics with lab space for our Fitness Trainer program

Priorities: Provide programming to meet regional and state needs, integrate electronics course into additional CTE programs, continued expansion of apprenticeship opportunities for students beyond IT and healthcare, and increased enrollment in our general education transfer program.



ORGANIZATION & GOVERNANCE STRUCTURE

President: Doug Darling, Ph.D.

Leadership Team:

Lloyd Halvorson, Vice President
Academic & Student Affairs
Joann Kitchens, Vice President
Administrative Affairs
Dan Driessen, Assistant Vice President
Student Services

FACULTY/STAFF STATISTICS

Total Faculty/Staff FTE: 113.46

Tenured Faculty: 38.1%

Faculty with Terminal Degrees: 11.9%

STUDENT DEMOGRAPHICS

Full-Time Students: 416

Part-Time Students: 1,263

Total Enrollment: 1,679

Student FTE: 726 (Fall 2021)

% of Online Only: 41%

*Certificate/Associate: 272

*Undergraduate: 272

(*total degrees conferred July 1, 2021-June 30, 2022)

STUDENT ACHIEVEMENT MEASURES

(SAM) RATES AT SIX YEARS:

Percent: 65%

FINANCIALS

Total Annual Operating Budget:

\$ 18,284,654

Special Budget Considerations: Decreased appropriations in FY24 & FY25 due to lower enrollment the previous years. We are not able to increase tuition to cover the costs of high inflation. Turbine downtime was long in FY23 decreasing revenues and increasing utilities.

Completed SCH: 49,252 (Total of FY21 & FY22)

Cost to Attend (Tuition & Fees):

Domestic/Canada: \$5,436

International: \$11,811