

Approved on 12/11/23

## Administrative Council Meeting Minutes

Monday, November 30, 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*  
*Erin Wood-Director College Relations*  
*Kristi Kienast-Hernandez-Faculty Senate Representative*  
*Bobbi Lunday- Recorder*

### Guests

### 1) CALL TO ORDER/REVIEW MINUTES

#### a) Call to Order

i) The meeting was called to order at 9:03 a.m.

#### b) Review of October 12, and November 6, 2023, minutes

i) The minutes of the previous meetings were reviewed updated to reflect email approval of policy's and approved.

### 2) OLD BUSINESS

#### a) Athletic Training Facility Update

i) The contract with the fundraising consultant has been signed. The consultant is 25<sup>th</sup> Hour Communications and they will be conducting a feasibility study. A campus committee will be formed, some members will include Larry Arango, Randy Olson, Cindy Brown, Jared Marshall, Dan Ness. President Darling also discussed the possibility of looking at USDA Rural Development grants.

#### b) Weight Room Relocation

i) Council continues to discuss moving the weight room. VP Halvorson would like to learn how many employees and students use the room and what type of equipment they want. He would also like to abandon the space downstairs and relocated the equipment back in the booster room. Council also noted in the past the athletic department hired a student employee to clean the weight room and we do not know if this is taking place this year.

#### c) Long Term Strategic Plan

i) President Darling would like to share the plan with campus at the January in-service and then work on creating the annual plan. There was discussion regarding the institutional research commitments and distributing them between several individuals on campus.

### 3) NEW BUSINESS

#### a) Cultural Diversity Waivers – Legal Advice (President)

i) Due to the recent supreme court decision, President Darling had the attorneys review our current policy and they advised that our policy was appropriate. The Supreme Court ruled that race-based classification for admission cannot withstand such judicial scrutiny. It follows that scholarship/waivers will not as well. Discussion on how a robust cultural diversity on campus benefits the campus and community as a whole. There was more discussion on changing our practice of awarding these waivers.

#### b) Safety & Security (College Relations)

- i) Director Wood would like to see more crisis communications training for campus employees. VP Halvorson noted that there are some plans in the works for Active shooter run, hide, fight training. [LRSC needs a handbook for each employee for reference on LRSC emergency procedures.](#)
  - c) **Announcements to Campus** (College Relations)
    - i) Director Wood requested we use the email listserv when we allow offices to forward phones to the switchboard and use personal leave to close on the Friday after Thanksgiving. She is trying to avoid missing anyone with word-of-mouth messaging.
    - ii) President Darling discussed having a Christmas gathering for faculty and staff.
  - d) **Review Policies for Assignment** (HR)
    - i) Tabled
  - e) **Discussion**
    - i) VP Kitchens discussed team building on campus. Discussion to be continued.
  - f) **Update on Open Positions**
    - i) IT Support Specialists: Rick Drury & Marlo Seaver
    - ii) Advancement Office Manager: Will reinterview the top two candidates with the new Executive Director to weigh in on the choice.
    - iii) Advancement Executive Director: Larry Arango
    - iv) Custodian: Dona Krahler
    - v) Accounts Receivable:
    - vi) GFAFB Director:
- 4) ADJOURNMENT**
- a) **Adjournment**
    - i) The meeting was adjourned at 10:13 a.m.
  - b) **Upcoming Scheduled Council Meetings**
    - i) The next meetings of the Administrative Council will be M-Dec 11@9a, M-Jan 8@9a