

Approved on 6/14/2016

Administrative Council Meeting Minutes

Monday, May 31, 2016

President's Office **9:00 a.m.**

(Highlight in blue assignments that need to be completed)

VOTING MEMBERS PRESENT

Dr. Doug Darling- President

Lloyd Halvorson- Vice President for Academic/Student Affairs

Laurel Goulding- Vice President for Institutional Advancement & Communications

Corry Kenner- Vice President for Administrative Affairs

NON-VOTING MEMBERS PRESENT

Cindy Brown -Faculty Senate Representative

Bobbi Lunday-Recorder

Guests

Elonda Nord-Library

Katie Nettell-Financial Aid

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 9:00 a.m.

b) Review of May 16, 2016 Minutes

i) The May 16, 2016 minutes were reviewed and approved by council.

2) OLD BUSINESS

a) Facilities Master Plan

i) A meeting was scheduled for 2:00 this afternoon to discuss the scope of a Precision Ag building to be included in the master plan.

3) NEW BUSINESS

a) Library Recommendations (Elonda Nord 9:00)

i) Elonda Nord presented her work on the Bremer grant. A committee conducted facility design research, campus surveys and a stakeholder study process. They also reviewed current practices, literature, and conducted on-site visits to other libraries. They recommend adopting a Learning Commons model that combines library services with learning support services. Co-locating testing and other campus service units within the library footprint. Enhanced learning resources/tools and improving space utilization. Some concerns were: staffing, collaboration, campus culture, campus planning input, and library hours.

b) Policy 900.08 Library/Media Center (Academic/Student Affairs)

i) This policy was tabled for further review.

c) Emeritus Status Policy (Faculty Senate)

i) After discussion, council agreed with the policy but had questions about details and wondered about extending it to a campus wide policy. It was also tabled for further review.

d) Voluntary Separation Contracts (Academic/Student Affairs)

i) Council discussed each separation agreement and agreed to offer them both. VP Halvorson will meet with each of the two applicants today.

e) Federal Work-Study Program (Financial Aid Director 10:00)

i) Financial Aid Director Katie Nettell presented information to council on the changes to the Federal Work-Study program. She proposed to reduce the amount of student employment dollars spent next year and encourage students to use the Federal Work-Study dollars they are awarded. LRSC is not Title III eligible which means the college must cover a share of wages paid to students who qualify for work study. Director

Nettell informed council, a committee to improve the Work-Study program on campus met with Student Senate and asked what we could do to encourage students to utilize Work-Study dollars rather than opting for loans. Student Senate advised the committee to implement a better hiring process, to keep student employees busy, and to watch their hours. Director Nettell argued it is difficult to compete when Walmart pays \$12 per hour. She proposed paying students \$9.00 per hour with some differential according to job positions. Council agreed to change the wage to \$9.00 per hour with some differential according to job positions.

f) **Administrative Affairs**

- i) VP Kenner attend the bi-annual budget training in preparation for the 90% budget going into the biennium. Controller Kitchens is working on the FY17 Annual Budget and preparing for a June 7 upload deadline.

g) **President's update**

- i) President Darling updated council on his attendance at the Vision 2030 summit, Governor's dinner, and Challenge grant meeting.

1) ADJOURNMENT

a) **Upcoming Scheduled Council Meetings**

- i) The next meetings of the Administrative Council will be:
(a) Tuesday, June 14 @ 9:00a
(b) Monday, June 27 @ 1:00p