

Approved: with/out correction on 4/13/2015

Administrative Council Meeting Minutes

Thursday, March 31, 2015

President's Office 9:00 a.m.

(Highlight in blue assignments that need to be completed)

VOTING MEMBERS PRESENT

Dr. Doug Darling- President (teleconference)

Lloyd Halvorson- Vice President for Academic/Student Affairs

Laurel Goulding- Vice President for Institutional Advancement

Corry Kenner- Vice President for Administrative Affairs

Guests

NON-VOTING MEMBERS PRESENT

Karen Clementich- Faculty Senate Representative

Bobbi Lunday- President's Assistant/Recorder

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 9:05 a.m.

b) Review of March 12, 2015 minutes

i) The 3/12/15 minutes were reviewed and approved.

2) OLD BUSINESS

a) Graduation: Speaker/Dismissal Announcement

i) President Darling directed all VP's to notify their departments of the time changes and expectations for Graduation Day. VP Halvorson plans to call the prospective graduation speaker this week.

b) 75th Anniversary update (Advancement Office)

i) The Diamond Anniversary will kick-off this fall.

3) NEW BUSINESS

a) Policy Change Requests: Curriculum-Approval of Program 900.01, Course Approval 900.02, and Budget Process 900.06 (Academic/Student Affairs)

i) VP Halvorson requested the three policy requests be tabled to be revised and presented at a future meeting.

b) Bremer Request (Advancement Office)

i) LRSC and CCF are seeking support to undertake a planning initiative that will lead to transformational change in the way the college supports information acquisition and students learning. The initiative will lead to creation of a Learning Commons that incorporates the current Paul Hoghaug Library and creates a Learning Resource Center. The Learning Commons will be campus-based but will serve campus and distance students and their faculty. In addition, LRSC will continue to offer, free of charge, its library services to those who live and work in the greater Lake Region community. Otto Bremer Foundation funding is requested at three levels (tiers): \$200,000, \$150,000 or \$100,000. VP Goulding presented the three "tier" budget breakdown for council's approval. Council also discussed the budget breakdown and importance of defining

a leader for this project. Council gave VP Goulding approval to present her proposal as written to the Bremer Foundation.

c) **Tuition Model Update** (Administrative Affairs)

i) VP Kenner presented three tuition model proposals for the 2 Tier Rate. One idea after discussion included charging a flat rate by program, as clarity is lost in the attempt to compensate for all the variables.

d) **Library Usage Study Update** (Academic/Student Affairs)

i) VP Halvorson shared the library use log and what the data suggested. Council had discussion and agreed the data did not support the Student Senate request for later library hours as use dropped off in the evening hours. VP Halvorson will have a conversation with Student Senate to notify them of the study results and inform them of the grants LRSC is working on to upgrade library services to them.

4) ADJOURNMENT

a) The meeting was adjourned at 11:25 a.m. The next meeting of the Administrative Council will be Monday, April 27, 2015 at 9:00 a.m.

i) Upcoming scheduled council meetings: Tuesday, May 12, 2015 and Tuesday, May 26, 2015.