

Approved on 8/12/2019

Administrative Council Meeting Minutes

Monday, July 31, 2019

President's Office **1:30 p.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

Corry Kenner- Vice President for Administrative Affairs

NON-VOTING MEMBERS PRESENT

Dr. Jason Fewell-Faculty Senate Representative

Bobbi Lunday-Recorder

Guests

April Hubbard, Drama Instructor

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 1:45 p.m.

b) Review of July 15, 2019 Minutes

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

2) OLD BUSINESS

a) Hofstad Ag Center-Fundraising Update (President)

i) Fundraising efforts have brought in \$100,000 to date. We presented to a couple of businesses and are waiting to hear from them.

ii) Council met with Gleason Construction Inc the CMaR and the architects from ICON last week to discuss preliminary plans.

b) Lake Side Dry Cleaners (President)

i) Lake Side Dry Cleaners provided a quote for the cost of cleaning the curtains for the stage in the auditorium. Council discussed, they liked the results of the one panel he cleaned. VP Kenner will have a discussion with Director Estenson about having the remaining panels cleaned.

3) NEW BUSINESS

a) Theater Faculty Position (Academic/Student Affairs)

i) Council reviewed resume and met with April Hubbard, Drama Teacher applicant at 2:30 p.m. She comes from Orange City, Iowa but is originally from the Devils Lake Area. She has taught at Northwestern and enjoys teaching. She is looking to be closer to her mother.

b) In-Service Agenda (Academic/Student Affairs)

i) VP Halvorson discussed the agenda for the three-day in-service training scheduled for August 21st -23rd. They are trying something new with a registration day during the first day of in-service to make it easier for advisors to be in attendance.

c) Year-End Budget Status Report (Administrative Affairs)

i) VP Kenner stated appropriated undesignated reserves have decreased by about \$30,000 and appropriated designated reserve increased by \$90,000.

d) SBHE Meeting Social Planning (President)

i) Council discussed and decided that Heritage Hall with access to the courtyard would be a nice location for the SBHE social.

e) Title III Update

i) The consultant did not get the Title III grant done which his fee was contingent upon.

f) **2nd Counseling Intern** (Academic/Student Affairs)

i) The WSC/DCB/LRSC Counseling Consortium received funding that made it possible for a second intern to be hired.

g) **Senate Armed Services Committee**

i) President Darling informed council that on August 8th the Senate Armed Services Committee was planning to hold a meeting on LRSC's campus, but they have decided to re-locate to Ft. Totten where the meeting was originally planned. They invited LRSC administration to attend. VP Halvorson's schedule will allow him to attend. President Darling has a Military Affairs event at Camp Grafton.

4) ADJOURNMENT

i) The meeting was adjourned at 3:30 p.m.

b) **Upcoming Scheduled Council Meetings**

i) The next meeting of the Administrative Council will be F-August 30@9:00a