

Approved on 12/03/2020

Administrative Council Meeting Minutes

Tuesday, November 17, 2020

Teams 8:30 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

Corry Kenner- Vice President for Administrative Affairs

NON-VOTING MEMBERS PRESENT

Richard Drury-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 8:31 a.m.

b) Review of November 5, 2020 Minutes

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

2) OLD BUSINESS

a) Ag Center Building/Fundraiser Update (President)

i) Executive Director Nord received a \$5,000 donation from NDTC which brings the total funds raised to about \$865,000 or 870,000.

b) Library Director Open Position

i) Council agrees to continue to leave the position open as long as the services are sufficient for students and faculty. **Council will continue to monitor.**

3) NEW BUSINESS

a) Spring POTP: Moving from Minot to DL (Academic/Student Affairs)

i) The Post Board requires that the POTP students do not miss any classes as a qualification of graduation. Minot POTP cohort has agreed to come to campus spring semester so they can operate the class in a "bubble" so to speak. They feel there is little chance the class can make it through if they are all going home to separate families every day. There will be other things to work through as far as their administrative services of food service and housing.

b) Student Conduct Investigations (Academic/Student Affairs)

i) VP Halvorson discussed information brought to his attention of students violating the rules. Some of the students are the same ones that have been in violation before. Final warning letters will be sent to those two students. The eight additional students who attended the party will receive conduct warnings. The warning letters will extend into spring semester.

c) Athletics Update (President)

i) President Darling discussed the recent meeting of Community College Presidents where they agreed to move forward with sports seasons but continue to ban fans from the stands. They are considering alternative format for playing games so everyone gets the same amount of games.
ii) LRSC is planning to take a semester break as usual and have students on campus face-to-face for spring semester as LRSC numbers continue to be much lower than the community.

d) S/U Grading Option for Fall Semester 2020 (Academic/Student Affairs)

- i) Last spring due to COVID19 LRSC changed over to the Satisfactory/Unsatisfactory grading system with the full support of the Faculty Senate. We are planning to go with the S/U system again for the fall semester. However, we do not have another Faculty Senate meeting to fully discuss concerns and agree. VP Halvorson will send email to instructors for feedback from faculty before final decision is made.
 - e) **Campus Protocol should Ramsey County go to Critical Risk** (Academic/Student Affairs)
 - i) Discuss proposal **attached below**. Faculty Representative Richard Drury recognized that the protocol needs to be presented to students, so they don't feel like they are being forced to leave campus.
 - f) **Open Positions**
 - i) President Darling gave approval to hire both Student Services and TRiO positions.
 - ii) Still trying to fill the open cook and custodial positions.
- 4) ADJOURNMENT**
- a) **Adjournment**
 - i) The meeting was adjourned at 9:58 a.m.
 - b) **Upcoming Scheduled Council Meetings**
- (1) The next meetings of the Administrative Council will be Th-Dec 3@8a

Critical Designation for Ramsey County

Lake Region State College

DRAFT Response Protocol

A **Critical Risk** designation by the Governor would close all nonessential businesses including bars, fitness centers, hair salons, and nonessential retail stores. In addition, restaurants would return to take out only. In response, Lake Region State College would take the following steps to assist in the effort to reduce the spread for COVID-19.

Main Campus: Closed to public use of meeting rooms and auditorium.

Day Care: May remain open, operating in accordance with state requirements for Day Care Centers. Priority for care for children of essential workers.

Housing: Students may remain in housing but would be allowed to go home if they choose in both cases students can choose remote access for classes running in real time.

Dining Services: Would convert to take out only.

Meetings: All face to face interactions/meetings of even a short duration would be held using technology (phone, text, email, Teams, etc).

Office Suites: Office suites would stay open for in person service. Employees would rotate working from home to provide only minimal in person coverage on campus.

Employees: Supervisors must consider which employees who can work from home and request that they do so when appropriate.

Classes: Classes shall be delivered synchronously using technology, delivered from the classroom or from a remote location. Faculty could choose to allow students in the classroom. Students could choose a remote attendance option. CTE and academic lab courses may be delivered under COVID safe protocols approved by the VP for Academic Affairs.

Athletics and Club Activities: All activities, practices, scrimmages, and competitions are suspended unless otherwise decided by the Presidents of MON/DAK conference colleges. Team and club meetings would be allowed using technology and/or face to face under COVID safe protocols approved by the VP for Academic Affairs.

- Adult Learning Center (testing on campus permission)
- Grand Forks Air Force Base will hinge on the Base Commander
- Grand Forks Nursing/case by case basis
- Mayville Nursing/Mayville campus