

October 17, 2017 – 2:00 P.M.  
ROOM 4331, SCHERMER BUILDING

Members Present: Mr. Art Blauvelt, Ms. Rebecca Chaffee, Ms. Denise Portmann

Members Absent: Dr. Harry Carthum, Ms. Fawn Sharp

Others: Ms. Liz Allton, Ms. Kristy Anderson, Dr. Monica Baze,  
Ms. Chrissie Erickson, Mr. Andrew Glass, Mr. Randy Karnath,  
Mr. Justin Kjolseth, Dr. Emily Lardner, Mr. Nick Lutes, Dr. Jim Minkler,  
Mr. Keith Penner, Mr. Jerad Sorber, Ms. Sandy Zelasko

Dr. Lardner introduced Ms. Chrissie Erickson, instructor for the Medical Assistants Program. The program is a two-year program in collaboration with the Skills Center in Aberdeen. Eleven college students and eleven high school students are enrolled. Several of the students and Ms. Erickson reported on the program.

In Dr. Carthum's absence, Ms. Portmann chaired the meeting.

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V. agenda change)

Mr. Jones reviewed minor revisions to Administrative Procedure 653.02, Recruiting and Hiring. He explained that procedures does not require Board action and this was an information item.

It was moved and seconded to approve the September 19, 2017 minutes. Motion carried.

Mr. Penner presented Operational Policy 529, Strategic Space Use for Board approval. He explained that the Office of Financial Management is requiring state agencies to adopt policies stating they will comply with OFM policy that promotes the efficient use of state facilities. It was moved and seconded to adopt OP 509, Strategic Space Policy. Motion carried.

Ms. Chaffee asked to re-visit the fee structure for renting Riverview. She said it is very expensive to rent and we are missing opportunities for community people to see the facility.

Mr. Lutes presented OP 530, Emergency Fiscal Reserve for adoption. It establishes a 10% set aside of the operating budget that can only be accessed with Board approval. I

Dr. Minkler reported we have received clarification regarding DNR property surrounding the college. That land will be transferred to the college effective July 1, 2019.

Options regarding student housing are being discussed. Dr. Minkler stated that housing is needed for current students who are homeless, international students, and athletes from outside the area.

The college is partnering with Coastal Harvest to apply for a grant that would bring a food truck to campus on a regular basis for students and community members.

None

1) (Mr. Jerad Sorber)

Mr. Sorber reviewed Fall and Winter Quarter enrolment. He reported current students who have not yet registered for Winter Quarter are being contacted.

2) (Ms. Kristy Anderson, Mr. Andrew Glass)

Ms. Anderson reported the job announcement for the Vice President for Student Services went out September 20, 2017 and will close on October 20, 2017. The committee consists of two faculty, one classified staff, one student, and six exempt. To date fourteen applicants have met the qualifications. The plan is that inte

