

Dakota College at Bottineau Dean's Council

September 5, 2017 at 8:00 am

PRESENT: Larry Brooks, Lisa Mock, Kayla O'Toole, Danny Davis, Sandy Hageness and Dr. Jerry Migler

| Topic | Responsible Party | Discussion/Outcome |
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| 1. Enrollment | Brooks | Unofficially our enrollment is up from last year. The final report will be run September 18 th . There are additional farm students and dual credit students to enter. Enrollment is up from last year at this time. As of August 31, our current headcount is 782 students. Last fall we had 731 students counted for at this same time. This is a 6.9% increase. Full time enrollment is at 512 vs 470 for an 8.9% increase. |
| 2. NDUS & Campus Updates | | |
| a. Academic and Student Affairs | Brooks | Registrar – interviews will be complete this week. They have gone well. The AAC meeting will be held in Bismarck. SAC will also in Bismarck on Thursday this week. Larry will determine later this week if he will be attending. The Clinical practice program representative from CTE will be in Minot (Bob Gette) and will come to our campus as well next week. |
| b. Administrative Affairs / Business Affairs | Mock | Lisa reported that staff is caught up with enrollment entries. Staff affected will get together next week to talk about strategy for Fee Payment follow-up. Security fobs for wellness rooms discussed. Appears security fobs for weight, cardio, and racquetball may also allow access to Thatcher, which will need to be changed. Fobs for students not in the dorms, need to see Michelle Davis. |
| c. NJCAA Mon Dak / Athletics | Davis | Athletics – Football opening game vs Itasca brought home a win; 40-19. The travel went well, organized and kids polite. They used the student meal plans on the road and it worked out really well. VB goes to WSC on Wednesday. Trinity Bible discontinued volleyball, so DCB will be adding a game with Bemidji to replace one of the Trinity games. |
| d. Distance Education Council/Distance Ed. and Academic Support Services | O'Toole | There are 366 students taking one online courses, with 717 registrations. This is ahead of last year. TRIO is successfully lining up tutors for this semester. They are providing training for the tutors. They put together a CAS committee, |

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| | | <p>who meets tonight. Nathan is comfortable that DCB will meet the required number of students. He is working on finalizing budget with business office. ASL community class starts tonight. There are approximately 8 students signed up for level 1.</p> <p>NCEC has their first meeting tomorrow morning. There will be some new superintendents there this year. Kayla will be attend the first NCEC meeting, which will be held at Minot State tomorrow morning. Blackboard updates are in the final conversion process. There may be some coding work.</p> <p>Dual Credit has received 228 packets, there were a total of 175 received last fall. She is waiting on Mohall which should have 15-20 students and Minot High School (8-9 students) for the CNA course at Magic City Campus. BND student applications were recently received. St. John and Dunseith applications are not received as of today. With these missing registrations, we may have over 300 DC students. Whitley (Admin Assistant) started.</p> |
| e. Public Affairs Council | Hageness | Continue to schedule interviews and submit news releases. |
| f. Chancellor's Cabinet / Dean's Update | Migler | <p>Horticulture interviews were conducted last week. Reference checks are being conducted and offers will be made this week for the College Farm Manager position and ECH Tech Assistant Instructor.</p> <p>Security – Position description for security guard reviewed. This will be funded from housing funds, not state appropriated dollars. Will post position and tentatively plan to have a spring semester start – possibly earlier.</p> <p>Dr. Migler will be in Minot tomorrow to meet with the City Manager and resilience committee about CTE programming. A tour of the potential building for CTE programs will take place. He will also meet with Dr. Shirley and Laurie Geller about Intuitional Research to see if there are any opportunities for shared services.</p> |

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| 3. Other a. NDUS ERM | Migler | Will continue to review the goals, identify the top three to work on and steps that we will put in place to reduce the impact of the risk. |
| 4. Recognition & Celebration | All | Kudos to the FB team for their win and their discipline on the road. |
| 5. Announcements | All | Home FB opener vs Rochester on Saturday, tailgate at 11am. |