

# Dakota College at Bottineau Dean's Council - Minutes



January 26, 2021, 8:00 am - Alumni Center

PRESENT: Dr. Migler, Larry Brooks, Corey Gorder, Lisa Mock, Kayla O'Toole and Sandy Hageness

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Foundation	Stevens	<p>Leslie is working on getting a few more orders for the “Survived 2020” t-shirt sales in order to break even.</p> <p>A few local supporters provided \$1500 for student awards to DCB students who are veterans. This will be recognized later this week.</p> <p>The Courant is writing an article about Old Main with updates on the fundraiser. There is an Old Main painting which was done locally. Leslie is working with Photography to get it reproduced and will be selling the print for \$115 in recognition of our 115 year anniversary. Campus was built in 1906 and first classes started in 1907.</p> <p>The Logrollers are conducting the calendar raffle drawings, first three weeks of prizes for 2021 have been drawn.</p> <p>Scholarship raffle tickets are on sale and planning to hold the April 10 event.</p> <p>Discussion held on providing Logroller season ticket holders with a ticket of the local games. Due to the MONDAK regulations there is a limited capacity. Athletics will see that tickets are held for Logrollers to attend games this season. MONDAK meets weekly to review the capacity levels.</p>
2. Enrollment	Brooks	<p>Larry provided enrollment reports for spring 2021 which has a headcount of 984; 306 full time, 678 part time. Fall applications are increasing slightly. The nursing application are coming in strong – due March 5, 2021.</p>
3. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	<p>Larry reported that the scholarship committee meets this week. There are a few students that did not accept the scholarship, therefore funds available to distribute. He has a meeting on Thursday with CTE administrators. Friday afternoon he meets with DNP officers, mainly to determine ADN program online.</p> <p>The Department Chairs are meeting to determine enrollment cap on courses. This will trigger compensation on high enrollment courses.</p>

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<p>b. Administrative Affairs / Business Affairs</p>	<p>Mock</p>	<p>There are nine applicants for the Registrar position. The Search Committee will screen applicants next week.</p> <p>The Business Office is busy with student tuition payments and working on offering payment plans. Request made to allow the Business Office to determine student payment as the tuition model has many factors; adding/dropping, accepting waivers.</p> <p>Lisa is working on January reports that are due. The CARES report is due the end of this week. She will upload it to the Federal site today. Lisa is assisting Holly and Amy with grant follow-up submissions.</p> <p>The State Auditor has been auditing the CARES funding.</p> <p>The State Auditor has given NDUS a clean record for year-end financial statements.</p>
<p>c. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>O'Toole</p>	<p>There are about 30 more dual dualcredit credit students that need to be entered. Yesterday the OER advisory council met. Kayla will follow up by watching the recording. She is planning to attend the OER conference conference being held this spring. Kayla attended SPECA grant meeting yesterday, She meets with Lexi tomorrow to review faculty qualification forms to assure it is clear and follows HLC standards.</p> <p>Kayla will interview on the radio tomorrow to promote community ed. She met with Clint last week about getting the CTE Careers course on Blackboard. This allows a career exploration for students interested in CTE programs. Clint is building the template – and inviting other CTE faculty to get their program involved. Discussion held on the opening of the nursing program in Jamestown. Nursing advisors are getting stakeholders involved promoting the upcoming program to prospective students.</p>
<p>d. Public Affairs Council</p> <ul style="list-style-type: none"> <li>• Media Preference Survey</li> <li>• New Videos</li> </ul>	<p>Hageness</p>	<p>New video promotions are published for Ag, IT and HR. Link provided for review. <a href="https://vimeo.com/showcase/7954959">https://vimeo.com/showcase/7954959</a> Password: dcb1</p> <p>This will be hosted online and paid social media advertising. The longer versions are published on the program pages of the website.</p> <p>Postcards for Horticulture are updated and will be mailed to schools along with the Women in Water campus next week. The HRM and Industrial Hemp postcards are at creative and plan to do a direct mail this spring. The Ag postcard is also being finalized.</p>



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6. Announcements	All	Dining Center walk-through will be held this morning for interested contractors to learn more about the dining center project.
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