

Dakota College at Bottineau Dean's Council – Minutes

May 18, 2021 at 8:00 am - Alumni Center



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

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Library	Albertson	<p>Morgan Haerer will be working a few days in the Library this summer, she started this morning. There will be some flex space after the remodel, therefore will pull books up and have room for reading area. This week they are moving Val's desk into the disability/tutoring services area. Hattie and Terrie will work full time through the end of May and then back full time in August. The Library will be open 3 days a week T-W-Th.</p> <p>Dr. Migler recommended meeting to review expenses for this area. Kayla, Hattie, and Lisa will meet with Dr. Migler this week.</p> <p>There will be a goal to have the area identified and ready for fall. An introduction of the space will be provided during fall in-service for faculty, staff and students. Suggestion made to identify a mission – objective for the new areas when introducing the new area for student success, library and academic support services. Suggestion was made to call the consolidated area Academic Atrium.</p>
2. Enrollment	Brooks	<p>Apps received report does not have any changes since last week. We are up 27 Dual Credit applications. Our resident apps received is looking pretty good. It is an understanding that several of the Bottineau HS seniors are interested in applying for fall.</p>
3. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	<p>VCSU commencement was held on Saturday. Day 2 of water festival is today with over 500 5-6 graders on campus. This morning SBHE Academic Affairs Council will be held. We have a Special Ed Technician certificate proposal. This is another version of para educator. The top candidate for horticulture instructor will be on campus tomorrow for second interview. On Friday Bridget Gustafson accepted Admission Counsel-Director of Student Life position. Larry will be out Thursday afternoon and Friday.</p>

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<p>b. Administrative Affairs / Business Affairs</p>	<p>Mock</p>	<p>Job interviews for bookstore manager will be held this week. Lisa will attend state loss control committee meeting today. There is a system-wide committee to address discounts for workers comp. This committee membership will move to security as they discuss areas for safety/security. Wednesday Lisa will be off campus. The Thursday budget meeting runs during the time Lisa has a webinar.</p> <p>The Carl Perkins report is due Friday. The American Rescue Plan has DCB receiving \$1.2 million, \$661K goes to students. Lisa can access these funds as far back as April 2021 – it expires in 2022. She does not have access to institutional funds yet. There has been \$2.3 million received to date</p> <p>Discussion held on summer work schedules. Dr. Migler indicated that flexible schedules during the summer may be adjusted provided the main office areas have primary coverage during the main campus hours. It is important to get offices back to normal with doors open to show that we are available to assist in person.</p>
<p>c. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>O'Toole</p>	<p>Kayla is conducting evaluations this week. She is reviewing the position descriptions as well. LEAP luncheon had five graduates attend with family. There are 13 DC students registered for summer. This is on par with the last few years. Stacy received paperwork on 147 for fall registration – having a goal of 200. Kayla is on the Region II committee for Minot area which serves students with disability services.</p>
<p>d. Public Affairs Council</p>	<p>Hageness</p>	<p>Releases sent out for the dining center ground breaking and the annual excellence awards. Area media provided some coverage. This week JaLee will cover Financial Aid, FAFSA submission and scholarship availability on the radio.</p>
<p>e. Athletics</p>	<p>Gorder</p>	<p>Softball lost last weekend which finalizes all sports for the year. Karl Sorby, Men's BB coach was on campus yesterday. Two MBB athletes signed from Dunseith. There are more recruits from the local area for fall 2021, with nine MBB players recruited so far.</p>

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a. Recognition & Celebration	All	Laura and Beth did a nice job on the graduation ceremony Friday. Overall went well with more graduates walking than traditionally. Also, a special thank you to Physical Plant for the extra work setting up.
b. Announcements	All	A trap shooting simulator will be installed on stage next to cardio room.