

# Dakota College at Bottineau Dean's Council - Minutes



July 28, 2020 at 8:00 am- Alumni Center

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

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment report is lower than anticipated.
2. Guest Department – Foundation/Logrollers	Leslie Stevens	<p>Three more qualifying students have submitted for Hometown Career Scholarship. There are 34 students that currently submitted and qualify which need to accept the scholarship.</p> <p>Leslie has hired Kendra Thom as event coordinator in the Foundation. She is a former teacher from South Prairie.</p> <p>Heroes on the Frontline newsletter sent out to prospective donors. Sample provided to Dean's Council members.</p> <p>Foundation Office is working on Evergreen with an online component added.</p> <p>Alumni Awards banquet is scheduled for September 11<sup>th</sup> for inductees. They will each be allowed 6 guests, capping the event at 112 participants.</p> <p>Old Main minor renovations to attic windows and new basement support wall continue as the campaign is being put into place.</p> <p>Turtle Trot is August 29<sup>th</sup>, registration is online.</p>
3. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Larry reported he is working on comprehensive local needs assessment due the end of August. He continues to work on Maxient, which is a student conduct management system. There remain two vacancies to fill; admissions counselor and student health nurse.
b. Administrative Affairs / Business Affairs	Mock	Today is the final day to back-date for 2020 fiscal year. Lisa received word on the second round of Corona Relief Funding (CRF) there is approximately \$393,000 approved so far. The request needs to go through Emergency Management Commission next and then in front of the Governor for final approval. Items currently funded include cleaning, sanitizing, staff OT to clean, more PPE, and approved some HVAC improvement and behavioral health money.

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<p>d. Distance Education Council/Distance Ed and Academic Support Services</p> <p>e. Public Affairs Council</p> <p>f. Athletics</p> <p>h. Chancellor's Cabinet / Dean's Update</p>	<p>O'Toole</p> <p>Hageness</p> <p>Gorder</p> <p>Migler</p>	<p>Kayla provided information on Ally which is a learning management system that provides digital accessibility via alternative formats for students, i.e. .pdf, HTML, ePub, Electronic Braille, audio, translated versions. It assists instructors in setting up their materials in an accessible version for students to use via Blackboard LMS.</p> <p>Continues to work on fall prep with inservice, contracts, directories, handbook, etc. FBM met with consultant last week to finalize a marketing plan for this fall.</p> <p>Corey indicated that MonDak has scheduled to play within the conference this fall (7 teams). Next Thursday all the coaches will receive first aid and CPR training. Corey is working on a contract for transportation in the spring for all sports.</p> <p>Dr. Migler shared that DCB has been approved in the first round to provide educational services as part of the Naval Community College. We are one of the 5 two-year ND colleges approved in the first round. Additional information will be provided to go into the next round.</p>
<p>4. Other</p> <ul style="list-style-type: none"> <li>• WSC COVID Plan</li> <li>• Face Mask Policy</li> </ul>	<p>Migler</p>	<p><a href="#">Click Here for Attachments</a></p> <p>A Fall Opening plan needs to be put into place. The Re-opening Task Force will use WSC's plan to work off of.</p> <p>There is a Community COVID testing through the University System in Bottineau scheduled for August 20<sup>th</sup>. We are waiting to hear the details on location, time etc. and turn-around time for results.</p> <p>Move-in plan through housing is proposed with staggered move-in conducted by athletic teams, starting Sunday, August 16. Athletics meets with Housing</p>

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<ul style="list-style-type: none"> <li>Professional Licensure Policy</li> </ul>	<p>O'Toole</p>	<p>today at 11am to discuss. Student athletes will be housed in groups as to help with contact tracing in case someone tests positive. Monday, August 3 campus will be expected to wear facemasks while moving throughout campus and when not able to maintain the 6 foot distancing. SBHE adopted a policy on face coverings, recommending all campuses have a policy in place. Dr. Migler provided a proposed policy. Suggestion made to add the wording "on-campus" to employee and students.</p> <p><b>Corey moved to approve the Face Covering policy with suggested changes adding "on-campus" to employee and students, Kayla seconded. Motion Carried.</b></p> <p>The Department of Education is requiring all campuses to have a Professional Licensure policy in place. This provides students with the need to know about program licensure requirements which applies to their degree within their state.</p> <p><b>Moved by Larry, seconded by Corey to approve the Professional Licensure Policy as presented. Motion carried.</b></p> <p>Both of these polices will be added to the policy section of DCB's web site.</p> <p>When students arrive early the week of August 16<sup>th</sup>, we will be covering meal costs. Housing will be required to provide a copy of each roster to Sodexo. Housing will also need to provide name badges and will be responsible for communicating with Sodexo on student needs.</p>
<p>5. Recognition &amp; Celebration</p>	<p>All</p>	
<p>6. Announcements</p>	<p>All</p>	<p>NSC renovation continues. Showers in Gross Hall are behind schedule. New GM for Sodexo has been hired. Jim Faulk will be on campus next week.</p>