

Dakota College at Bottineau Dean's Council – Minutes

February 8, 2022 at 8:00 am – Dean's Suite



Present: Kayla O'Toole, Dr. Jerry Migler, Lisa Mock, Corey Gorder, Sandy Hageness and Brad Gangl, IT Guest Department

Topic	Responsible Party	Discussion/Outcome
1. Department Report – IT	Gangl	<p>Printers are close to being completely installed. There are five left to install. There are 46 printers replaced in addition to the four main printers. Finishing up lap top, printer installation at the dining center. Will be installing cameras when they arrive, on back order due to chip shortage. Will also set up security swipe system on the new doors.</p> <p>There are about 100 lap tops that were purchased second hand from VCSU. IT still has about six left that were previously purchased that can be given to faculty and staff as needed.</p>
2. Enrollment	Brooks	<p>Final day of enrollment were sent out yesterday. It was a record FTE for spring enrollment.</p>
3. NDUS & Campus Updates a. Academic and Student Affairs b. Administrative Affairs / Business Affairs	Brooks Mock O'Toole Hageness Gorder Migler	<p>Information has been forwarded to Faculty Senate to recommend Ken Kihle and ? for Honorary Degree. Master facility plan for room occupancy rates – hours labs and classrooms used and at what capacity.</p> <p>Processing paperwork to assign Heidi Kippenhan to manage student services.</p> <p>Meeting today on NelNet? Introducing for online payment and storefront. Helping Keith and Quinn with Farmers Market Promotion grant, changed platform for payment from automatic payment system to management system. State Insurance fund – Cory Olson will be on campus Wednesday, look at dining as it has increased footprint so need to increase insurance. Will assess and identify premium. Currently has builders risk supplied by construction manager and will expire.</p>

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<p>c. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>Capital building fund template due tomorrow. Has teared funding and match depending on what tear on – and give estimate of what have or intend to spend through current fiscal year. \$114.007 in deferred maintenance that has been spent and will match with \$228,000 of own money. Will be getting close to reaching the max. tear two is one-one match, will put old main project on it – doing chimney repair. \$106,000 – what they give us and we need to match (chimney is \$160) Tear three (2-1 Match) – old main project \$500,000 this leaves \$40,000 internally for tear two funding one-one. Thursday Lisa will be out of the office.</p>
<p>d. Public Affairs Council</p>	<p>Kayla – Future fest in the works for next week. Jackie Migler has put in her resignation. Will meet with Larry to come up with plan. Community Ed – painting class had only 5 attend. 7 active in the fitness pass currently. Offering a free class for black history month – Dr. Moss will teach book K-2 and 3-6 two different books with activities. Counselor conference in Bismarck is Sunday-Tuesday – Kelcee and Stacey will go to represent DCB. Working on schedules – NCEC is tomorrow at 10am (n/a – maybe Dr. Migler). Today Emeritus luncheon – faculty that did not submit syllabi will reach out to them. DC parking pass – due to situation no at the school, temp parking pass – like MSU pass.</p>
<p>e. Athletics</p>	<p>Digital etc</p> <p>Men's and Women's Basketball audit recently – did not turn in eligibility on time. Appeal is in now – no reminder received. NDSCS and LRSC didn't send their eligibly in on time either at the conference level. 3 of 7 programs audited this year. 13 applications for WBB coach. Two internal postings are up – women's softball/teaching and volleyball coach/? February 20th is Waynes last day – 1 & 3pm.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Chancellor's cabinet meeting agenda reviewed.</p>

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		<p>Construction eng will start the move and move in over the weekend. Want everything over there by Monday , nd department of health will conduct an inspection next Tuesday and then can start serving meals – feb 16 is goal to open. Old windows on the south side of the dining center – two replaced (outer center will be replaced with doors to be done later this month. Grand opening maybe later</p> <p>Fire marshall will be doing inspection at dining center, anticipating an inspection campus wide. Tomorrow</p> <p>FBM – two interviews (larry, Rodney, lynsey, jerry)</p> <p>Elevator – button stuck, parts ordered.</p> <p>Working on contracts for Minot CTE – held up, asbestos or hazardous materials report and then will finalize and get contracts signed. (budget?)</p> <p>Resignation in Physical Plant – Stephanie Morin done the end of the week.</p>
4. Other		
5. Recognition & Celebration	All	Stuart and Chris on snow removal -
6. Announcements	All	