



# Dakota College at Bottineau Dean's Council

**August 29, 2017 at 8:00 am**

**Present: Dr. Migler, Larry Brooks, Layla O'Toole, Lisa Mock, Sandy Hageness, Danny Davis**

## Agenda

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment report was reviewed. However, will begin looking at actual enrollment numbers report now that classes have started. Dorm occupancy reviewed.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	There are fourteen applicants for the Registrar position. Interviews are scheduled for Friday. There are two additional MSU articulation agreements signed; Athletic Training and Information Management Systems. James Holben was offered a contract for the Caregiver Services Advisor position. PAR webinar held yesterday. It is a powerful tool for retention indicators and interventions. AAC meeting is next Wednesday in Bismarck.
b. Administrative Affairs / Business Affairs	Mock	Finalizing TRiO budget and setting it up for the new year. Just finished the ECH audit with Brady Martz. Working on EOY reserves report. Business Office and Dr. Migler reviewed the student-package mail delivery. Students may pick up packages with an ID and actual delivery confirmation on their phones. It will not be required for them to provide a "blue slip" from their RA.
c. NJCAA Mon Dak / Athletics	Davis	Volleyball had a tough weekend 0 & 4. Trinity Bible College will not have a team this year. Games will be replaced with other teams. First home VB game is Wednesday night. Football is at Itasca this weekend.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	There are 345 online students registered, with 684 registered classes. This is up from last year at this time. TRiO awarded

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<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>the grant again this year. Working on Community Education schedule. NCEC will have their first fall meeting next week. Kayla has hired an Administrative Assistant, Whitley W. She started yesterday. 203 dual credit packets have been receives, last fall there were 175 total.</p> <p>This week's radio interview is with Mike Greene and two students. News releases for this week are TRiO award and Campus Read stories. The Marketing Committee is reviewing Social Media accounts. A request for a FB page was denied due to the intent on the page being a FERPA violation. The violation is that others would know they are enrolled in classes.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	
<p>3. Other</p> <p>a. Clery Report</p> <p>b. Minot CTE</p> <p>c. Shared Services IR</p> <p>d. Campus Security Position</p>	<p>Migler</p> <p>Migler/Brooks</p> <p>Migler</p> <p>Migler</p>	<p>The Clery report is due in October. Matt Keith will help with completing the report.</p> <p>Dr. Migler and Larry attended a CTE Postsecondary meeting in Minot. There is resiliency grant dollars that can be combined with other efforts in creating a CTE center in Minot.</p> <p>There is an opportunity to share services through an institutional research agreement from NDUS. The MOU will be reviewed and discussions will be held with MSU to see where there may be ways to share services between campuses.</p> <p>There isn't any night shift for security/physical plant, Alvis Beckman has moved to day shift. RA-Assistant coaches will assist with campus security. Matt Keith has agreed to help-out in security as needed. The security position is in the budgeted as it is not appropriated dollars. Will look at filling the position in the spring.</p>

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e. Presidential/Dean Goals	Migler	Dr. Migler provided a draft of DCB Strategic Plan goals. They will be submitted to the University System the end of the week.
4. Recognition & Celebration	All	
5. Announcements	All	Horticulture interviews scheduled for this Friday; Farm Manager and ECH Tech Assistant/Instructor)