

Dakota College at Bottineau Dean's Council



November 19 at 8:00 am, Dean's Suite

Present: Dan Davis, Dr. Migler, Larry Brooks, Kayla O'Toole, Sandy Hageness

Not Present: Lisa Mock

Minutes

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	There are 61 applications received for spring, 2019, 16 matriculated and 2 enrolled. There is no change in fall 2019 applications received.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	A few CTE faculty attended the career fair at Jamestown and it went well. Larry has met with Minot to assure ASTEP students are providing the appropriate services and accommodations. Tenure committee is meeting this week to review application for Tracy Chisholm. Larry and Dr. Migler have a meeting with Sodexo General Manager, Sharon Arnold to set up a dining services satisfaction committee. Larry will be out of the office on Friday.
b. Administrative Affairs / Business Affairs	Mock	Lisa is not available today. She and Dr. Migler are working on a RFP in food services. The submission date will be January. A RFP is required every 10 years. They are also working on a summary of projects for holiday and summer break. Unesco is conducting an energy review of the campus. Results will be shared with the Council.
c. NJCAA Mon Dak / Athletics	Davis	Men and Women's BB defeated Turtle Mountain. Women's BB split in Miles City, while Men's BB lost two. Women's BB goes to Ellendale on Tuesday and the Men go to Wyoming over Thanksgiving for a tournament.

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<p>d. Distance Education Council/Distance Ed. and Academic Support Services</p>	<p>O'Toole</p>	<p>Hockey had a good weekend in Utah, winning 3 out of 4 games. Their next game will be at home vs WSC at home on December 5th. The Baseball spaghetti feed fund raiser went well raising about \$3,000. Mike Smith is signing athletes for next season. FB recruiting within the local area.</p> <p>The community ed wreath class is next week. Kayla is trialing a Blackboard grade integration between BB and Campus Connection. There is a webinar on atomic learning which is a Blackboard product for faculty. MLS and Newberg have been visited for LEAP advising. Kayla has received a call from DSU who wants to set up a LEAP program. Testing a new software for verification of online students. It will be ready for Blackboard this spring. Kayla will be gone Tuesday and out of the office for Thanksgiving day and Friday.</p>
<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>Radio last week was PTK representatives. This week is Leaderjacks. Marketing committee is working on creating video scripts and photos for 15 and 30 second videos. They will be played on streaming services and local cable. This has identified the need for video b-roll which will be considered for spring. A backdrop has been purchased to use for athletic signings and press conferences.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Dr. Migler reviewed the Chancellor's Cabinet agenda. The DCB collaborative ag program is on the agenda. Also, State Forestry Service office relocation to Bismarck is on the agenda. Foundation Director search has 4-5 new applications. Screening will be conducted this morning. The MSU-DCB contracts have been updated and under review. Governor budget will be reviewed in two weeks.</p>

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		Facility projects over Christmas break are being set up. Let Dr. Migler know if you have any projects for your area. One additional facilities staff has been added. She will cover Gross Hall.
<p>3. Other</p> <ul style="list-style-type: none"> • Student Handbook • Faculty Senate Salary Committee Charge 	Migler	<p>Click here for attachments</p> <p>Council reviewed the first read of the Student Handbook. One change noted to update the Learning Center references to Student Success Center.</p> <p>Kayla moved, seconded by Dan to approve the first read with this edit. Motion carried.</p> <p>A list of guidelines was reviewed for the Senate Salary Committees to identify as reviewing salary proposals. The Senate Committees meet with Dr. Migler the first week of December.</p>
4. Recognition & Celebration	All	n/r
5. Announcements	All	Larry Kotchman's retirement open house is tomorrow afternoon.