

# Dakota College at Bottineau Dean's Council



July 18, 2017 at 8:00 am

Dean's Suite

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

N/A: Lisa Mock

## Agenda

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment report as of July 14, 2017 shared. The number of applicants enrolled are slightly lower at this time, but the number of matriculated applications is higher.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Larry reported that the campus nurse will have three doses of Narcan on hand if needed for overdoses. The handling process is being worked out. Pre-registration had 14 participants yesterday. Strategic planning results from Student Services were shared: <ul style="list-style-type: none"> <li>• Increase involvement &amp; satisfaction of students</li> <li>• Help faculty become more familiar with capabilities of Campus Connection</li> <li>• Increase the number of submit-able, online forms</li> <li>• Complete how-to manuals for staff duties</li> </ul> Student Services will be registering the FB players the weekend of August 12-13, open from 1-5 each day. The Bookstore will also be open these days.
b. Administrative Affairs / Business Affairs	Mock	Lisa not available to report. She is working out of Minot this week, continues to finalize year end and working on current and historical grant reporting details.
c. NJCAA Mon Dak / Athletics	Davis	Dan is pricing out weight room equipment. He has large photos and signs ordered to spruce up the area. The football field has been hydro-seeded to help repair bare spots.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Online registrations are looking good with 107 students compared to 92 last year. Trio director starts tomorrow. Blackboard back-end training continues and she is creating fall courses in Moodle. Margaret Bail has resigned from on-line teaching. Stacey Botonne hired to teach Bail's classes. There are 97 dual credit students registered. Working on faculty qualifications.

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e. Public Affairs Council	Hageness	Marketing Committee is finalizing the campus app. Finalizing the in-service agenda. News release went out yesterday for Gary's award along with the news about the nurse pinning held on Friday.
f. Chancellor's Cabinet / Dean's Update	Migler	Advertising full time positions for the Farm Manager, ECH Tech assistant, Minot IT coordinator, Minot Site/Passport coordinator, registrar and nursing instructors along with part time web design instructor.
3. Other <ul style="list-style-type: none"> <li>Community Fitness Pass</li> </ul>	Migler	A new security system is being installed for the weight, cardio and racquetball rooms. This will implement a process policy effective September 1, 2017 for members to access a membership pass from the business office. The membership provides a fob to allow access to these areas. Membership will be \$50/semester or \$125/year.
4. Recognition & Celebration	All	
5. Announcements	All	The Campus Forum is on Thursday. Dr. Migler will ask Darrell to provide a project updates. Water will be down today to update water meters on campus.