

# Dakota College at Bottineau Dean's Council – Agenda

May 11, 2021 at 8:00 am - Alumni Center



Present: Larry Brooks, Kayla O'Toole, Lisa Mock, Corey Gorder, Dr. Migler, Sandy Hageness and Guest Department Mark LaCroix

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Housing	LaCroix	Resident check-outs are happening this week. There are a few students that will stay through graduation day and check out the following day by noon. RA's will stay on campus until everyone has checked out. There are a couple of students that may stay on campus this summer. International students are allowed to store their belongings if returning next fall. 12 RA's have been hired for fall, one non-athlete and the rest are athletes. Working with the coaches on knowing who the returning student athletes are so they can be assigned rooms accordingly. One student has requested to have an emotional support dog on campus next fall. There are 36 new student housing applications.
2. Enrollment	Brooks	Apps received are up four from last week. Enrollment is still not where we would like it to be.
3. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	State CTE administrators meeting held last week. The State CTE budget should be in good shape. The FBM budget is down a little, but should not affect us. Paramedic program will enroll 9 new students, orientation is Thursday and Friday this week. Interviews for Horticulture instructor position were conducted yesterday via Teams. One will be asked to interview in person. Tomorrow's college fair is scheduled on campus for morning. Melissa Remick working with Sheyenne Valley Tech Center as they are interested in offering dual credit. Vacancy notice posted for admissions counselor/director of student life – one application received. Larry is attending VCSU commencement this Saturday. Water Festival Monday and Tuesday next week.
b. Administrative Affairs / Business Affairs	Mock	Lisa – attended Admin Affairs committee meeting last week. There are changes in policies and procedures with updates reviewed. Deadline for us to act on policy changes is August 1. Lisa completed the tuition rate submission, proposed a 3% increase respectively. This will go to board for final approval. Last week Lisa

# Dakota College at Bottineau Dean's Council – Agenda



<p>c. Distance Education Council/Distance Ed and Academic Support Services</p> <p>d. Public Affairs Council</p> <p>e. Athletics</p> <p>f. Chancellor's Cabinet / Dean's Update</p>	<p>O'Toole</p> <p>Hageness</p> <p>Gorder</p> <p>Migler</p>	<p>reviewed the CARES and coronavirus relief funds withdrawing available funds. Interviews for the bookstore position will be held next week. DC tuition rate went up 4%.</p> <p>Last week Starfish appointment training provided. Martial Arts will be offered on campus this summer (Tuesday-Thursday) in racquet ball court. Online registrations have 136 students taking at least one online summer class. This is up 11 from last year at this time. Fall has 97 online students registered for at least one online class. This is up 17 students from the same time last year. Stacy has been meeting with students at high schools for DC registration. LEAP luncheon on Friday with 4 attending and 7 graduates walking.</p> <p>Releases have been sent to area media for all of the events held this week. KMOT interviewed Dr. Migler yesterday about the dining center ground breaking to be held on Wednesday, May 12<sup>th</sup> at 1:30 pm. New banner ads created. Geographic area extended in ND and Manitoba.</p> <p>Softball will be here throughout the weekend. They leave after graduation to play regionals in Wahpeton. Corey is working on athlete evaluations.</p> <p>Chris Nero, Physical Plant Director starts on Monday, May 17<sup>th</sup>. We are currently down a few positions in custodial services and will be down for summer help. FBM offer has been made for the Stanley position. The Rugby FBM position interviews will be held Thursday, May 20<sup>th</sup>. Summer projects reviewed. A member of the Department of Health will present at the Forum on Wednesday, providing information about COVID vaccines. The plan for fall will be to return rooms to full capacity unless an instructor is not comfortable with the change. Chancellor's cabinet will be held this week. Dr. Migler is out of the office on Monday, May 17<sup>th</sup>.</p>
<p>4. Other:</p> <ul style="list-style-type: none"> <li>• Annual Evaluation Process</li> </ul>	<p>Migler</p>	<p>Any full time benefited or an employee that will have an adjustment in salary will be required to have an evaluation on file. All evaluations must be submitted to Vonda.</p>

# Dakota College at Bottineau Dean's Council – Agenda



<ul style="list-style-type: none"> <li>Budget</li> </ul>		<p>Final submission for the budget discussed. Dr. Migler requested a special Dean's Council meeting to review the budget as a group. Discussion held on salary adjustments. Enrollment is looking low for fall. There are a few vacant positions that will not be filled until.</p>
<p>5. Recognition &amp; Celebration</p>	<p>All</p>	
<p>6. Announcements</p>	<p>All</p>	<p>Wednesday – Campus Fair in the morning, ground breaking at 1:30 and Forum at 3:00 pm. Friday – AD Nurse Pinning's, LEAP Luncheon, Graduation</p>