

**Dakota College at Bottineau
Dean's Council - Weekly Team Meeting
January 12 at 8:00 am McMaster**



Topic	A/I	Responsible Party	Discussion/Outcome
1. Enrollment	I	Davis	There were about 8 to 9 students who attended orientation yesterday and a few more signed up last night. We will have a better idea of numbers next week.
2. NDUS & Campus Reports	I		
a. Academic Affairs		Brooks	AAC meet last week. They approved adding BCT (Building and Construction Technology course to our curriculum. The masonry course approved. A BAS degree for Geomatics at BSC was also approved. There is a DPI pilot for CLEM “College Labs for English and Math” which is a consortium of colleges. The objective is to decrease remediation for college seniors. Masonry course starts tonight in Minot. There is one student enrolled, need at least 5 to continue with the class.
b. Student Affairs		Davis	SAC met last Thursday. They discussed common application and house cleaning items. Student Services have been transporting kids at the start and end of holiday break. Jack Pack night had about 25 high school students attend.
c. Administrative Affairs / Business Affairs		Pfeifer	BAC – 2015 audit report will be sent out shortly. We had a couple items noted, but nothing major. Working on 1099’s and 1099 t’s. Laura has a budget allotment work group this week. A letter sent to students which identifies payment of fee dates, contact information, etc.
d. NJCAA Mon Dak / Athletics		Colvin	NJCAA will not include hockey as a sport next season. DCB hockey is looking into joining the same conference as NDSU and MSU club.
e. Chancellor’s Cabinet / Dean’s Update		Migler	Chancellor’s Cabinet is meeting this Wednesday. Agenda forwarded to the Dean’s Council. Budget will be discussed and Dr. Migler will report back to Dean’s Council. Bakken U is on the Chancellor’s agenda – first scholarship was awarded at DSU. There will be a cyber-security initiative

<p>f. Distance Education Council / Learning Center</p> <p>g. Public Affairs Council / Marketing</p>		<p>O'Toole</p> <p>Hageness</p>	<p>update. There will be an update on the Tuition & Fees survey which the Dean's Council did as a group. Dr. Migler visited with Dr. Shirley last week and shared some of the thoughts that the Dean's Council discussed as far as budget savings. A shared services conversation will be held with MSU and DCB on IT services. There was a meeting with Sodexo to discuss our contract. MSU also has a contract with Sodexo. Sodexo agreed to see if they can move the vending machines to another campus. Sodexo was informed that DCB will be bidding out the food services contract. Sodexo is looking for a ten-year contract. Research will be done on how other campuses handle their food services on campus. There is a meeting with the City to continue conversations on the new ice arena. Dr. Migler and Travis Rybchinski are the DCB representatives for this project.</p> <p>Distance Ed campus leaders will meet next week. DCB Distance Ed and TRIO departments have been discussing how they will collaborate services and share space. Jason will be on Noon Show to promote Community Education. There are four registrations received for Birding Festival. This year DCB worked with IPG to share in advertising the event.</p> <p>DC reps went to St. John last week. Right now DCB has approximately 109 DC students registered. Last spring had 125 DC students. Online registration enrollment is at 219 as of yesterday, with 441 classes taken. Last spring there were 233 students and 444 classes taken.</p> <p>Community College video will be ready to publish in about two weeks.</p>
<p>3. Other</p> <ul style="list-style-type: none"> - HLC Retention Academy - Weekly Enrollment Report 	<p>I/A</p>	<p>All</p>	<p>Submitted an application to participate in the persistence and completion academy through HLC. The quality initiative is retention.</p> <p>Enrollment report – Dan and Dr. Migler met with April and she is able to provide weekly program enrollment numbers. The objective of this report is to assist in recruiting students into the CTE programs.</p>

- Abandoned Property Procedures			There has not been a procedure in place for property abandoned in the dorms. A procedure draft for Abandoned Property was distributed for review. The procedure identifies that when a student leaves, no one removes property until it is cleared with Resident Hall staff. A claiming process identified is identified in the procedure along with appropriate disposal provided the items are unclaimed. A final review will be conducted at the next Dean's Council meeting.
4. Recognition / Celebrations	I	All	
5. Announcements	I	All	Campus Forum – Tentative Agenda Items – January 20 @3pm