

Dakota College at Bottineau Dean's Council - Agenda



June 16, 2020 at 8:00 am - Alumni Center

PRESENT: Sandy Hageness, Dr. Migler, Larry Brooks, Corey Brooks, Lisa Mock, Kayla O'Toole

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Larry distributed enrollment report as of June 12, 2020. Applications received are down about 20% from last year. Admission reps are making calls on leads to help increase applications.
2. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	Janet, Romaro, Mark and Larry met with folks at the NDUS for using the new Maxient software. Department chairs met yesterday to discuss fall re-opening for academic area. They will meet again on Monday to further discuss and provide a proposal to the Faculty Senate. Corey and Larry will meet with WSC about mental health funding this afternoon. Student Affairs has two vacancies on campus; student health nurse and admission counselor. We have not received any applications for either position.
b. Administrative Affairs / Business Affairs	Mock	Lisa submitted the budget to be uploaded last evening through Minot State. There are a few expense items that did not go through. There were a few more items that needed to be cut to make budget. Tuition, waivers and payroll increases caused an increase in fringe. We were \$263,000 short on revenue, therefore need to find ways to meet budget. It was decided to raise the estimated tuition by \$50,000. A decrease in the utilities budget expense of \$50,000 was made. In addition, some small expense amounts were decreased out of each department fund if they were not spending them. Also removed from line items that had 100% left at the end of this fiscal year. The travel expense line item was reduced from funds as there will be an expected decrease in travel this year due to COVID-19. Overall, 10% was removed from everyone's appropriated budget to meet budget for 2021 fiscal year. The reduction

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<p>d. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>O'Toole</p>	<p>in expenses does not affect staffing at this point. Salaries went up \$124,000 plus fringe increased. There is some COVID funding coming in which will help to upgrade some things, i.e technology.</p> <p>Received notification yesterday that we may receive \$372,316 from the Corona Virus Relief funding. The original request was for \$700,000. They did not fund any item that already received CARES Act funding. Also, items that weren't allowable under the Federal Guidelines i.e. improve physical distancing/decreasing class sizes, which was \$160,000. The system wide requests were reviewed. GEERF funding is available – a request for \$175,000 was made to develop and implement enhanced instructional delivery stations. Lisa will be working on closing the year end 2020 after the budget is approved. A lot of grant funding will be moved around the end of June.</p> <p>Kayla is looking at doing some updates to the community fitness pass. Spring evaluations went out to department chairs last week. She has met regarding accessibility software and has a few meetings set up in the middle of July as a basic overview for folks. Summer online registrations are at 218 students taking at least one summer class which is the same head count as last summer. This may change with admin withdrawals. Kayla is looking into virtual training courses in Blackboard for faculty. State Dual Credit meeting held last week. They may go to legislature to request funding dual credit tuition for students. This might include setting a minimum GPA requirement for all students. It is currently a requirement decision made by each high school. Kayla will be out of office Thursday and Friday of this week.</p>
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e. Public Affairs Council	Hageness	Continue to work on new messaging for fall opening – stay safe, stay local.
f. Athletics	Gorder	Rainy River, International Falls, MN has discontinued their women's hockey program. Last week DCB's women's hockey program had one from Devils Lake sign and one from Saskatchewan back out. Currently have 24 girls signed to play this fall. Women's Hockey Coach, Reed will be here July 1 granted everything goes okay with the TN request at the border.
h. Chancellor's Cabinet / Dean's Update	Migler	<p>Facilities project update: Working on apartment in Gross Hall. Will be replacing the carpet and painting. Would like to be done the end of the month. Computer lab in Student Center has been converted to two offices and will house two people with a third desk for a part time worker. Security will be relocated to Mead Hall. Security office in Student Center will become campus nurse's office. NSC construction meeting this morning. Appears Construction is moving along well and the crew is keeping the area clean along the way. JLG has the contract for the dining center. This is moving along behind the scenes. \$2.5 million is the max on the project and will need to put together a plan to work within the budget.</p> <p>There are projects big and small happening on campus. Roofing project needs to be done on the north side of Thatcher hall. The siding is weathered and there is a window that leaks and needs to be repaired. This is about \$6,000 additional expense.</p> <p>Milligan Hall project will start this summer. Parrill Construction will do two rooms. The air conditioning units will be set in and hooked up after the other units go in to save on installation expenses.</p> <p>We are waiting on estimates to redo the parking lot west of Molberg and the greenhouse. Wold Engineering will get estimates and will organize</p>

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		<p>crews as they are working in the Bottineau area. The Forest Service has agreed to pay half of the expense.</p> <p>Senate Salary committees are meeting. Have met with Staff Senate and will meet with Faculty Senate this Thursday to answer questions on the salary distribution for 2021 fiscal year. Approximately \$40,000 has been directed toward nursing market adjustment and annual increase. 2% across the board increase for all other faculty and staff, which totals about \$80,000.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • GEERF Funding Requests • NDUS Affordability Report • COVID Funding Request to OMB & Emergency Commission • Minot Daily News Story Ideas 	<p>Migler</p>	<p>Attachments Available</p> <p>GEERF covered above.</p> <p>NDUS affordability report provided in attachments as informational piece.</p> <p>COVID funding covered above.</p> <p>Minot Daily News would like to do a news story on DCB this summer, mid to late July. Would like to meet with students; LEAP, horticulture, gym floor and any other projects we'd like to see covered.</p>
<p>4. Recognition & Celebration</p>	<p>All</p>	<p>Minot Daily News – SNO Group story about them donating glasses was published.</p>
<p>5. Announcements</p>	<p>All</p>	<p>Larry out tomorrow through Friday</p> <p>Net tutor information through spring resulted in 145 sessions from January – May, DCB spent \$1,750.</p> <p>Physical Plant working on photography building and Clint will be on campus next week.</p> <p>With photography moving from NSC, this will create another IVN classroom in NSC.</p>