

# Dakota College at Bottineau

## Dean's Council – Agenda

May 4, 2021 at 8:00 am - Alumni Center



Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Bookstore	Pollman	Book buy-back starts today. There will be fewer books purchased in the fall as more books that are going OER. Students are picking up graduation apparel. There is a sale now in the Bookstore. She is already receiving orders for summer online classes. Paramedic books and codes ordered and hope they are in by May 13-14 for orientation. Kim will be done for the summer on May 14 <sup>th</sup> and scheduled to be back in the fall. Janeen continues to work with little free libraries along with Denise and Darrell. The extra storage in the former paper storage room is appreciated. Janeen is making a list for training the new manager.
2. Enrollment	Brooks	Larry reviewed the apps received and enrollment report. Paramedic students will be officially enrolled next week. He is working with Student Services on changing process for moving students from matriculated to enrolled more quickly.
3. NDUS & Campus Updates a. Academic and Student Affairs  b. Administrative Affairs / Business Affairs  c. Distance Education Council/Distance Ed and Academic Support Services	Brooks  Mock  O'Toole	There are 9 students accepted into the paramedic program. This will be one of the largest classes. Larry has several meetings throughout the week and will be off campus a portion of the time for meetings. The campus Honors Symposium is tomorrow at 5pm. This is the last official week of classes.  Lisa is done with all the budget meetings. Working on grant clean-up. There is a construction meeting this week. Salary discussion was held at the state and they approved 1.5% for the first year and 2% for the second year. The first year they have put a \$100 minimum per month as an increase for all NDUS employees. We receive a fixed dollar amount based on the calculation. There will be a gap that we will need to find funds for. This will impact our tuition rates as we are not getting full funding for salary increases. Tuition rates are due this Friday. Most other schools have indicated they will increase 3-4%.  Faculty connection event held a few weeks ago. The Liberal Arts students were invited. 36% of the students attended with 90% of them completing the worksheet.

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		<p>Kayla has a Distance Ed Directors meeting today. Items on the agenda include Dakota Digital Academy, OER, Great Plains, and federal updates.</p> <p>Kayla also joined the Collaborative Higher Ed Research Group which focuses on online education. Stacy has been traveling for dual credit registrations at high schools in the area. A DC Advisory Committee has been formed with membership of high school principals, counselors, faculty and staff. The group will start meeting next year.</p> <p>HB 1375 has been passed. It looks as though dual credit students can receive a waiver in tuition through BND if they continue their education at a ND college. Will look into the bill a little closer.</p> <p>DC tuition rate for fall has not yet been set. This will be set across the board for all the schools at the same percentage. Kayla is getting quotes for cubicles, etc. for moving into the student success area.</p>
d. Public Affairs Council	Hageness	<p>A counselor mailing piece to be inserted into a magazine will be sent out in Manitoba in May. Will be publishing a successful alumni story over the next few weeks, Mahalia Cruz, Business graduate. New ads are recorded to include HTC scholarship opportunities. The Campus Fair will be held next week, May 12<sup>th</sup> with over 250 students expected to attend.</p>
e. Athletics	Gorder	<p>Regional meetings held last week along with the MONDAK meeting. Schools are waiting to make decisions on fall testing and playing except for some MN CC's have already made a decision not to play this fall. Last DCB coaches meeting for the year will be held today. New changes on fund raising will be discussed. Last home baseball game was held on Sunday. Playoffs this weekend for men's baseball and softball playoffs May 15.</p>
f. Chancellor's Cabinet / Dean's Update	Migler	<p>Custodial Services is down two people, one due to health conditions and one no longer at the college. Dr. Migler will be meeting with the new Physical plant director to discuss open positions.</p> <p>Construction meeting will be held today. Getting ready to break ground for the new dining center.</p> <p>We have been awarded a grant from EPA close to \$400,000 to remove asbestos and hazardous materials in old main and Milligan hall.</p> <p>Minot City Council meeting approved the request on Trinity health building purchase. City of Minot and MSU Foundation will sign agreement.</p>

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<p><b>4. Other</b></p> <p>a. <a href="#">Policies</a>, <a href="#">procedures</a>, and <a href="#">Human Resources</a>, recently approved and posted on the <a href="http://ndus.edu">ndus.edu</a> website:</p> <p><b>Cabinet – 3/11/2021</b>  <b>Waiver</b> as of 3/11/2021:</p> <ul style="list-style-type: none"> <li>• Procedure 803.4 (Chancellor waived required completion date in Section 12 as of March 11, 2021.)</li> </ul> <p><b>SBHE – 3/25/2021</b>  Amended:</p> <ul style="list-style-type: none"> <li>• Policy 403.1 Academic Program Requests (Inactive 7/31/21.) (Renumbered to 421, renamed to Academic Program Requests. Effective 8/1/2021)</li> <li>• Policy 1901.3 Information Technology Project Management (Renumbered to 1201.0, renamed to Information Technology Planning, Reporting and Project Management)</li> </ul> <p>b. COVID Planning for Summer and Fall  c. Budget</p>		<p><a href="#">Click here for attachment</a></p> <p>Policy updates provided from the NDUS office  Summer-fall protocols reviewed.  Discussion held on salary increase and tuition increase.</p>
<p>5. Recognition &amp; Celebration</p>	<p>All</p>	<p>n/a</p>
<p>6. Announcements</p>	<p>All</p>	<p>Arbor Day Celebration is on Friday, May 7.  Honors Symposium is tomorrow, May 5.</p>