

Dakota College at Bottineau Dean's Council



July 17, 2018 at 8:00 am - Dean's Suite

Present: Dr. Migler, Larry Brooks, Danny Davis, Kayla O'Toole and Sandy Hageness

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment is looking good, higher than it was at this time last year.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Larry reported that 47 applications were received for the history instructor position. Seven will be interviewed over the next week. The Campus Nurse position will have three interviews conducted. The Admission Counselor position is wrapping up interviews with an offer to be made over the next week. Larry has received two additional Biology instructor applications which the search committee is reviewing.
b. Administrative Affairs / Business Affairs	Mock	Lisa Mock is in Minot this week reconciling the end of the year.
c. NJCAA Mon Dak / Athletics	Davis	Danny reported that the roster numbers for all sports are looking good. The volleyball athletes will be arriving August 7 th and football on August 8 th . There is room for additional assistant coaches. The Gorder Golf Tournament went well with 21 teams participating. Danny will be out of the office on Thursday afternoon and Friday.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla is working on SARA reporting this week. There are 151 online students registered for this fall which is up from last year at this time. 128 dual credit packets have been received and most of them come in during the first part of August. She is also working on faculty qualifications to assure plans are in place.
e. Public Affairs Council	Hageness	Sandy shared new staff orientation model and provided a final schedule for staff orientation which is August 2 nd .
f. Chancellor's Cabinet / Dean's Update	Migler	Dr. Migler reported that Lynsey Aberle will be covering the FBM position vacated with Billie Jo's resignation until someone is hired.

Dakota College at Bottineau Dean's Council



		<p>The Emergency Risk Management updates will be submitted by Dr. Migler. Summer projects are on schedule, with carpet in Mead hall scheduled for next week. There is one office left to carpet in Molberg, which should be finished this week.</p> <p>Physical Plant is setting up interviews for the open positions. Dr. Migler will be out of the office on Friday and Monday.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • New Staff Orientation 	Hageness	<p>Click here for attachments</p> <p>A new staff orientation was presented. The fall staff in-service will transition into the new model. When new staff are hired they will receive a tour and a checklist of items to cover on their own time as part of the orientation.</p>
4. Recognition & Celebration	All	n/r
5. Announcements	All	Forum will be held tomorrow in the Student Center at 3:00 pm.