

# Dakota College at Bottineau

## Dean's Council – Agenda

October 18, 2021 at 8:00 am – Dean's Suite



Present: Dr. Jerry Migler, Lisa Mock, Kayla O'Toole, Larry Brooks, Sandy Hageness, Guest Department Hattie Albertson

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Library	Albertson	<p>Hattie reported that over mid-term the new cubicles were very busy for study rooms and testing. Instructors are bringing in classes to use the cubicles. Academic Atrium area will have an event with tutors during pumpkin judging.</p> <p>The writing lab is starting to get more interest. She reported they are trying to shorten gap of time between students needing help and getting help. Through brainstorming it will be helpful to get tutors trained earlier, recruit students from the previous year to tutor. Look into an alternative name to refer to tutoring services. Have pictures of the students who tutor published.</p>
2. Enrollment	Brooks	Larry provided an apps received report for fall 2022
3. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	<p>Larry attended the ACTE conference last week. There was a key note speaker on cyber security. Another theme throughout the conference was internships as they may change cooperative education name to internships. BSC did a session on enrollment - retention management. The BSC enrollment/retention committee breaks into 3 groups – prospective, incoming and retention group. One responsible for each group to work through retention. They also use software where faculty and staff can text students from their computers. Dr. Migler noted that DCB was provided CARES funds to do this – IT should have details. BSC also has a work study program in place where they work one-on-one with students awarded work study. They bring them in to interview and find a fit for them.</p> <p>The state board committee meets tomorrow to review dental hygiene program request. Faculty Senate meets at 12:10 pm this Wednesday. Dakota Hope Clinic, Minot specializes in pregnancy testing, STD's and has requested a meeting with DCB to provide a satellite clinic on campus. Larry and Katie will meet with them on November 1.</p>

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<p>b. Administrative Affairs / Business Affairs</p>	<p>Mock</p>	<p>Lisa shared there are funds available for the instructional design category to be used by the end of December. It was noted that maybe some furniture can go under this fund. The sales tax report is due the end of the month. There are three architect interviews scheduled for Old Main project.</p>
<p>c. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>O'Toole</p>	<p>Kayla reported that spring registration opens today. Kelsey has been working on community ed class schedule. In November there will be one gathering event for wreath making with the others to remain virtual. Planning for one gathering event in December as well.</p> <p>Second 8-week classes start today. Schedules posted for online, DC yesterday. The connection event held in ACE last week went over very well.</p>
<p>d. Public Affairs Council</p>	<p>Hageness</p>	<p>CAM promo continues. In process of reviewing video footage for creative. A social media account request has been received from softball. Looking at adding Minot and Valley City campus to the online virtual tour/map on the website.</p>
<p>e. Athletics</p>	<p>Migler</p>	<p>Casey-MayHuff has been hired as interim coach softball and will be on campus Monday, 10-25. Working from home this week – will be occupying the guest room in Gross Hall. Working part time this fall, full time this spring coaching and teaching speech. Dr. Migler will be out of the office this Friday. Vaccination confidence monies for promo materials, etc. to expand vaccination confidence throughout the campuses – SNO is interested in assisting with the initiative.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>		<p>Dr. Migler attended Legislative Session in Bismarck to present the ARPA request. The request is for dorm infrastructure at \$2.9 million. If it is approved this would renovate restrooms in Mead and Gross and all HVAC in the three residence halls. There were heating issues in the dorms between Milligan and dining center due to the new steam-line connection. Also, NSC steam line is being replaced, and is behind schedule, so heat is not connected, anticipated to be finished by November 1.</p>

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		<p>Waiting to see if there is closure on the proposed CTE center in Minot. Upon approval we will start advertising for an architect for the CTE center project.</p> <p>Foundation board meeting is Tuesday night with tours of the dining center prior to the meeting.</p>
<p>4. Other</p> <ul style="list-style-type: none"> <li>• DCB Weather Announcement Procedures</li> </ul>	Migler	<p><a href="#">Attachment</a></p> <p>The weather announcement procedure was reviewed and provided to all council members.</p>
5. Recognition & Celebration	All	n/r
6. Announcements	All	<p>Foundation annual meeting Tuesday night.</p> <p>Campus Forum scheduled for Wednesday.</p>