

Dakota College at Bottineau Dean's Council - Agenda



October 12, 2020 at 8:00 am - Alumni Center

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

Topic	Responsible Party	Discussion/Outcome
1. Brownfield Application Review and Public Comment	Migler	<p>Click here for attachment</p> <p>A notice has been published in the Courant notifying the community of a grant application to the Environmental Protection Agency Brownfields program for the removal of asbestos and other hazardous materials from Milligan Hall and Old Main in preparation for renovations. The public meeting notice for today was identified for the public to have an opportunity to discuss and receive public comment on the draft application which included an open link to the meeting.</p>
2. Bookstore Update	Pollman	<p>Janeen reported on behalf of the Bookstore. Kim Kvernum was hired, working part time – 10am-2pm each day. She is learning to do receiving as one of her division of duties. Janeen will hire one student worker this year. A new process of having the students leave their schedules and return to pick up their books has been going well. This process will also be used for book buy-back. Plexi glass barriers are helpful and they are following mask and cleaning guidelines. In process of completing book inventory for next semester. The Dual Credit book sale process was discussed. It may be helpful to add a form to the web site as nothing is mailed out to the students. Book sales are down about \$7,000 from previous year. She continues to order and sell clothing. Bookstore has not been open for concessions during scrimmages. May be open for regular games this spring. Discussion held on covering games for concessions and front door. Recommendation made to hire a student to assist with gate admission.</p>
3. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	<p>Larry reported that today is Assessment Day. There are no classes. Instructors are meeting and there is a special department chair meeting today.</p> <p>Larry is completing the spring 2021 class schedule this week. The Recreation program advisory meeting is scheduled for Wednesday as are a Department Chair meeting and a Curriculum meeting that day.</p> <p>Faculty are looking at starting spring semester one week late, Tuesday January 19th, do away with spring break and end the semester on May 14th. Sports have games all the</p>

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		<p>way through spring break. Discussion that athletes may be able to come back on the 4th. If NDUS signs-off on this proposal, games would get pushed back a week. Chancellors cabinet meets Wednesday, and it will be on the agenda for discussion. The Academic Affairs Council is in consensus on this proposal. Student affairs is not in consensus. Lisa shared concern on behalf of the business office that students may want money back from dorm fees. Also, what if student has already made plans for spring break, would we be responsible to refund their expenses.</p>
b. Administrative Affairs / Business Affairs	Mock	<p>Lisa working on quarterly reporting. Also, working on SEEFA grant reporting. CARES act reporting is due. We have an opportunity to apply for funds to add touchless door entry. The additional funding submission is due today at noon.</p>
c. Distance Education Council/Distance Ed and Academic Support Services	O'Toole	<p>Kayla held interviews last week for the two advising and retention positions. She posted the online community ed courses available for October last week. There is a lot of interest on social media with community ed courses. Blackboard education is being put in place for instructional design funding. Kayla sent out a mid-term check-in survey to all online students on Friday. There are 99 responses received so far. Her goal is to get 150 back by Friday. She is working on schedules and sending information to Larry on DC. Also working with Indrani on a dual credit grant opportunity. NASEP meeting will be held this week. On OER advisory committee meeting is scheduled for this week.</p>
d. Public Affairs Council	Hageness	<p>The Marketing Committee has a sub-committee working on a virtual map for our web site. This will be geared to students.</p>
e. Athletics	Gorder	<p>Corey shared there are baseball scrimmages scheduled this week which will be dependent on the weather. Volleyball went well last week vs Trinity Bible and LRSC. Livestream camera is working well. It does not need to be manned and it's noted that it picks up sound very well.</p>
f. Chancellor's Cabinet / Dean's Update	Migler	<p>Chancellors cabinet is scheduled for Wednesday this week. There is a plan for a system-wide immunization audit which is on the agenda. Also included on the agenda is a proposal for the funding formula before going into session.</p>

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		<p>Office of Management and Budget is having a virtual biennial budget meeting. DCB is going in with requests to have a funding formula fully funded, bonding request for Old Main renovation and an additional request of \$500,000 of new money for CTE building in Minot.</p> <p>COVID Update – There were no reports of positive tests for students from last week’s testing event. 100% of athletes are testing each testing events. Dr. Migler will request an update from the Department of Health today. There are a few employees that have tested positive.</p> <p>It was noted that the Building Blocks Daycare center closed which affects several employees at DCB.</p> <p>Dr. Migler asked to be a guest at staff meetings over the next few weeks so he could assess how things are going this semester.</p>
<p>4. Other</p> <ul style="list-style-type: none"> a. Spring Semester 2021 b. Brownfield Application Review and Public Comment c. Chancellor’s Cabinet Agenda in attachments 	<p>Brooks</p>	<p>Click here for attachment</p> <p><u>Covered under Larry’s report.</u></p> <p><u>Covered at the beginning at the meeting</u></p> <p><u>Covered under Dr. Migler’s report</u></p>
<p>5. Recognition & Celebration</p>	<p>All</p>	<p>n/r</p>
<p>6. Announcements</p>	<p>All</p>	<p>Influenza vaccines and Covid-19 Testing event is on Wednesday.</p>