

Dakota College at Bottineau Dean's Council



February 5, 2019 - Dean's Suite

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

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	An upward trend continues in applications received. We are a little ahead on matriculated enrollment. Larry and Dr. Migler meet with Admission Counselors this week to discuss how to move more of the applied to matriculated.
2. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	<p>Last week Dr. Migler and Larry met with key stakeholders in Minot about a golf course management program. They will start working on a curriculum next week. The location of the program (either Bottineau or Minot) will depend on the availability of a golf course for class labs and work experiences.</p> <p>Thursday is assessment day. There will be about 25 faculty participating.</p> <p>There is an NITC consortium meeting on Friday. The Ag program collaboration coming together well.</p> <p>Larry reminded everyone about the PTK induction this Friday evening. There was a admission-recruiting process review last week with student services. There will be some efficiency changes.</p>
b. Administrative Affairs / Business Affairs	Mock	<p>An auditor will be on campus to conduct an inventory audit this week. Lisa is doing a budget analysis segment during assessment day this Thursday for faculty. She had a meeting last week with Tammy Dolan which discussed activity on the House side of the legislative budget. Legislators are moving forward with the needs-based budget instead of the budget recommendation from the Governor's office. So far family health insurance remains in place. There are a few different scenarios on salary increases being reviewed for the next biennium.</p> <p>Lisa and Dr. Migler have a call with Rick Tonder this week to discuss strategies for moving forward on the dining center project. The project is moving forward with the assumption the project is approved. This call will identify items that can be worked on in advance.</p>

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<p>c. NJCAA Mon Dak / Athletics</p>	<p>Davis</p>	<p>Basketball lost to NDSCS last night and lost last Thursday night at home. Jack Pack is this Thursday vs United Tribes. Hockey is at WSC this evening, they leave about noon today. They lost two this weekend to NDSU and are at home Friday and Saturday, weather permitting vs Concordia, WI. Athletics Dept. Will meet with Dr. Migler to help department start working on department strategic plan. Football will be signing about 20 athletes tomorrow.</p>
<p>d. Distance Education Council/Distance Ed. and Academic Support Services</p>	<p>O'Toole Hageness Migler</p>	<p>Kayla is finalizing the community ed events. The group fitness was on Sunday and went well with nine people participating. The next one will be held Tuesday night. Food class offered tonight by Zahra. The February schedule is out and working on finalizing a few things in March, April and one class in May. Working on the dual credit schedule. Garrison is coming back to DCB's DC programs. Deana Schmitt will be teaching again, and Kindred teacher wants to teach more math classes. The final enrollment was short 14 students. Magic City Campus was closed yesterday due to the weather so missed the closing day on enrollment. There are 249 students entered for dual credit to date, add 14 and a DC enrollment is up slightly. Gone Sunday through Tuesday.</p>
<p>e. Public Affairs Council</p>		<p>Dr. Migler will be interviewing on the radio this week about DCB's economic impact on the community. Postcard mailings continue with two more going out this week.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>		<p>Dr. Migler asked for input on a graduation speaker. The Foundation director starts today, Leslie Herslip-Stevens. She lives in Mohall and is originally from Bottineau. The SBHE continues to review the proposal for three separate boards. There is a new proposal to decrease it to two boards; one for UND/NDSU and one for the remaining colleges. Lisa indicated that she understands they may be asking for a fiscal note on the cost of an additional board(s).</p>

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		<p>The Fee Payment committee is looking at student drops for non-payment. There will be a meeting with Sodexo to discuss the process and identify what is the fall-back strategy when meal plan is cut off.</p> <p>Dr. Migler asked the Council to consider ideas for salary adjustments. As the Leg. determines the new biennium salary adjustments there may be room to do salary adjustments based on merit or performance. Larry shared that in the past all faculty eligible for merit, market or adjustment were accessed accordingly. Accomplishments were identified with a merit percentage attached to each one of these areas. We need to develop a system and be consistent within the department. Part of the challenge will be in the salary determination by the State.</p> <p>Curtains for the gym have been ordered and should be arriving by the end of the month.</p> <p>Summer facilities projects are bding reviewed. Lisa and Dr. Migler have looked at available funds, estimated at \$300,000 worth of projects. Goal is to have projects decided by June 1. Some of the projects include: Thatcher – finishing off the men and women’s restrooms men, repair bookstore floor, update to the training room with new ceiling tiles and new flooring in locker rooms. Molberg – new siding on the east side, finish parking lot provided there are some Forest Services funds available to assist. Update the IVN room. Student Center – north side window updates. Miscellaneous odds and ends. – stoker chain in the coal fired boiler needs to be replaced. Unesco is finalizing their proposal and have asked questions about DCB’s extraordinary repair funds.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • Emotional Support Animal (ESA) Policy 	<p>Brooks</p>	<p>Click Here for Attachments</p> <p>Larry presented the Emotional Support policy as recommended for approval by the Faculty Senate. This will be a student handbook policy.</p> <p>Moved by Kayla O’Toole to approve, second by Lisa Mock. Motion carried.</p>

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<ul style="list-style-type: none"> • Campus Forum – Wednesday @ 3 PM 	Migler	<p>Larry shared that the policy process will be updated. There will be a committee formed of two students, two staff and two faculty.</p> <p>Agenda reviewed. This is rescheduled from last week.</p>
4. Recognition & Celebration	All	n/r
5. Announcements	All	<p>Kayla O'Toole has been elected to another term as the Chamber President. Her term will be until December 2019.</p>