

Dakota College at Bottineau

Dean's Council - Weekly Team Meeting



DATE: November 10 at 1:30 pm– McMaster

Attendees: Dr. Migler, Kayla O'Toole, Danny Davis, Brand Colvin, Laura Pfeifer, Sandy Hageness

Absent: Larry Brooks

Topic	Responsible Party	Discussion/Outcome
Sharepoint Demonstration https://ndusbpos.sharepoint.com/sites/DCB/com/dc/layouts/15/start.aspx#/	Hageness/ Gangl	<p>Brad reviewed the access to Sharepoint. Access notes will be sent to the Council.</p> <p>Contract/Budget – The largest line item for an annual budget is salary/benefits. The contracts have been scanned and shared to Dean's Council via Sharepoint. The objective for the Budget review is to understand the expenses and revenue involved. To Do: Dean's Council – review contracts as provided and let Sandy know if there are any discrepancies or questions. As a review of the budget continues, a decision was made to start with a review of the bookstore budget as it is a smaller department. This review will assist in understanding DCB operational budgets.</p>
On-Campus Events / Alcohol	Migler	<p>EDC has requested to have their annual meeting on site and would like to serve alcohol. Historical precedence was discussed. Cocktails have been allowed at previous events, i.e. fundraisers, hall of fame. To Do: Sandy to check with MSU for practice guidelines</p>
Campus Forum Agenda	Migler	<p>The Forum will have the same agenda as last month. It was recommended to provide information on the following:</p> <ul style="list-style-type: none"> • Strategic plan for DCB • Trio update • Room rental system policy • Department meetings • Shared services update <p>Other – it was recommended that we have our US flag replaced. Dr. Migler has met with Darrell and discussed a replacement strategy. We may do a replacement over Memorial Day and Veteran's Day and continue with a recognition ceremony. It was also suggested that the gym flag(s) be looked at for replacement.</p>