

Dakota College at Bottineau Dean's Council



April 30, 2019 - Dean's Suite

Present: Dr. Migler, Kayla O'Toole, Lisa Mock and Larry Brooks

Not Present: Sandy Hageness and Dan Davis

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment report distributed and reviewed. Enrollment tracking with last year's numbers.
2. NDUS & Campus Updates a. Academic and Student Affairs b. Administrative Affairs / Business Affairs c. NJCAA Mon Dak / Athletics d. Distance Education Council/Distance Ed. and Academic Support Services e. Public Affairs Council f. Chancellor's Cabinet / Dean's Update	Brooks Mock Davis O'Toole Hageness Migler	Larry Brooks – hiring updates regarding English, Social Science and Science positions Lisa Mock – update on auditor's visit and additional follow-up this week Kayla O'Toole – visits by Kayla and Whitley to Drake, Mohall and Des Lacs for dual credit and LEAP, Glenburn HS has requested dual credit classes from DCB Jerry Migler – waiting for final results from system office re: legislature, hiring update on vacant custodian position, update on CTE in Minot
3. Other a. Summer hours options: * open at 7:30, half hour lunch, close at 4 PM each day (LRSC, NDSU, VCSU, others) * supervisors work with their staff to arrange schedules, close at 3 PM on Friday (NDSCS) * as above, but close at noon on Friday b. Podcast c. ERM Report	Migler	Dean's Council agreed to summer hour schedule of 7:30 to 4:00 PM, with half hour lunch, effective May13 to August 9 <ul style="list-style-type: none"> • Flex work schedules can also be arranged, but these should be documented in writing and shared with HR Podcast – meeting to be set up with marketing committee and admin.to discuss further ERM system results were shared
4. Recognition & Celebration	All	To Angie Bartholomay for her leadership on the Water Festival and Science Olympiad and other events
5. Announcements	All	Tornado drill scheduled for Wednesday, May 1 st at 12:05 PM