

# Dakota College at Bottineau Dean's Council

**October 10, 2017 at 8:00 am**

**Present: Lisa Mock, Sandy Hageness, Kayla O'Toole, Danny Davis, Dr. Migler**

**Not Present: Larry Brooks**

## Agenda

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Not available to report.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Not available to report
b. Administrative Affairs / Business Affairs	Mock	Lisa reported she is working on getting the summer flower billing ready. She reported that Mike Baier's (ECH) last official work day will be at the end of the month, but he will be taking leave time until then. The ECH grant monies are being set up so the payroll automatically comes out of the fund. Also looking at other grant dollars so that we can capture the award efficiently.
c. NJCAA Mon Dak / Athletics	Davis	Baseball was in Thief River Falls this weekend and split their games. Women's basketball did not win their games at LRSC this weekend. VB lost to Brandon this week and plays NDSCS on Thursday. Football homecoming is this Saturday vs M State Fergus Falls. Next game is at home on Oct 29 <sup>th</sup> , and then may be Nov 4 <sup>th</sup> and if in the final game, it is in St. Cloud on November 12 <sup>th</sup> . Dan will be posting an ad for the head VB/SB position.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla reported that Nathan is working on HLC Persistence Academy. The tutoring button on our DCB app is working out well. Community Ed painting class is tonight – there are 13 signed up for it. The Distance Ed Director's meeting is this afternoon. A Campus BlackBoard conversion committee is set up. Conversion goal for the summer & spring online classes is the end of October. Committee would like to have Blackboard converted and set up training from February through April. Online student evaluations sent out for the first 8 weeks. The 2 <sup>nd</sup> 8 weeks will go out next week. Kayla is out of town for meetings on Thursday.

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<p>e. Public Affairs Council</p> <p>f. Chancellor’s Cabinet / Dean’s Update</p>	<p>Hageness</p> <p>Migler</p>	<p>Scott from The Courant interviewed two international students last week. There will be article in this week’s issue. Ashley Pedie will be interviewed on the radio this Wednesday about the AHP program. A news release was sent out yesterday about the revamping of the photography program and introducing Leslie as Studio Manager.</p> <p>Dr. Migler will be participating in the Chancellor’s Cabinet meeting tomorrow. He will be gone Wednesday and Thursday for an ATEA Conference in Fargo.</p> <p>The Foundation is in process of reviewing a Capital Campaign proposal which is estimated at \$35,000. This will provide a preparation for the campaign to identify interest and a game plan for the campaign. The Foundation is looking into funding options.</p> <p>HLC is conducting a multi-site location visit. We have five sites: VCSU, MiSU, HAMC, Trinity Health-Minot Location and Community Ambulance Services. Trinity Health and VCSU sites were randomly chosen for the visit, which will take place within the next week.</p> <p>ECH employees started: Jessica Marshall, Farm Manager started yesterday. Amy Koehler started last week. Leisha Lunnie will start October 15<sup>th</sup> in the Registrar position.</p>
<p>3. Other</p> <ul style="list-style-type: none"> <li>• ERM – Continued work on actions to be taken</li> <li>• Tobacco Free Campus Policy Review</li> </ul>	<p>Migler</p> <p>Clemens</p>	<p>This item will remain on the agenda. Strategies for risks must be identified by the end of the month.</p> <p>Campus Nurse Joey Clemens presented a written policy to stipulate DCB as a Tobacco Free Campus. The Student, Staff and Faculty senates reviewed and agreed it should be put in place. Concern was shared about enforcing the policy at DCB sponsored events off campus.</p> <p><b>Moved by Dan, seconded by Lisa to implement the Tobacco Free Campus. Motion carried.</b></p>

