

# Dakota College at Bottineau Dean's Council



**March 19, 2019 – Dean's Suite**

**Present: Dr. Migler, Larry Brooks, Kayla O'Toole, Dan Davis, Lisa Mock and Sandy Hageness**

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Applications received for Fall 2019 are less than there were at this time last year. Although the matriculated is moving along better than last year at this time.
2. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	Larry and Dr. Migler are attending the PTK banquet tonight in Bismarck. He is off campus tomorrow afternoon, will be at MSU looking at new programming. Larry will be attending the Space Grant consortium meeting in Minot on Friday. There are 12 applications received for the Botany position. Tajja Hahka has been accepted into a Doctoral program at the U of Nebraska Medical Center. He has started scheduling interviews in April. Paul Boone has resigned therefore will start search soon. Advertising for a new agriculture/horticulture instructor. Susan Ashline, VCSU Nursing has resigned and will be replacing her position. Val Heilman is out for medical leave, may be back to work next week.
b. Administrative Affairs / Business Affairs	Mock	Lisa is working on required reporting. She completed the financial uploads for HLC. Working on IPEDS which she has the HR portion complete and about half way into the finance reporting. She received legislative requests she is submitting. DCB's operational audit is the end of April. Two grants with ECH will close out the end of the month. The RFP for dining went to procurement for review.
c. NJCAA Mon Dak / Athletics	Davis	Dan – reported on game schedules. First home baseball game is supposed to be March 30 <sup>th</sup> , although the snow may not allow this to happen. A student, softball athlete passed away over spring break in her home from natural causes. Mike Smith will be going to services on Saturday in Las Vegas. Athletics is working on a strategic plan.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla reported that the quarterly distance ed directors will be meeting this summer at a conference in June. UJA is taking snapshots of all recordings from Integrity. There will be admin training and user-end training. The University System have found that faculty across the system do not like the current plagiarism tool being used therefore they are researching a new product.

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<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>Duo authentication is coming for students.          It is found that all campuses will need to post fees, i.e. proctoring fees, any extra that are not book store fees. Students need to know what they are before they register. Having it on the syllabi is not soon enough.          Online updates: HRM courses are being developed.          Certificate of College studies has changed the math, science tech courses. Now students are allowed to choose two of three instead of being required to take intro to computers and either a math 103 or higher or a lab science.          2<sup>nd</sup> 8-week classes begin on Monday. Schedules for dual credit are posted. registrations open next Tuesday.</p> <p>Next week Horticulture and Photography will be attending showcase at the State Capitol building. Science Olympiad is on Thursday, March 28. Working on a social media scavenger hunt for students to familiarize themselves with DCB. Videographer will be on campus April 16-17 and again on May 1. Will also be on MSU campus, Trinity and paramedic sites.          Radio this week is Leslie Stevens to introduce her to the community and talk about upcoming events.          Farm Management annual meeting will be April 11 on campus.          KXMC covered the STEM event on campus and the new Ag program.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Dr. Migler shared the biennium highlights and report to be presented to the Legislators on Wednesday.          Search Committee will be interviewing applicants for the farm manager position this week.          We are advertising for physical plant – maintenance position, Alvis Beckman has resigned. There are ads published for summer physical plant and greenhouse help.          The annual conservation award will be given to Todd Grant. He has accepted.          Board meeting next week. Tracy Chisholm's tenure application will be acted on at the April meeting.          At the Chancellor's cabinet last week, discussion held on the auditors and tiered board proposal. Room and board fees presented. Since we have a RFP for food services, the fees presented are dependent upon the bid as we have asked for additional food service hours.</p>

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<p>3. Other</p> <ul style="list-style-type: none"> <li>• Emotional Support Animal (ESA) Policy</li>   <li>• Strategic Plan</li> </ul>	<p>Migler</p>	<p><a href="#">Click Here for Attachments</a></p> <p>An edit was provided for ESA policy.</p> <p><b>Larry moved to approve as presented, Kayla seconded. Motion approved with one opposed.</b></p> <p>Strategic plan provided and reviewed with a few changes in wording and dates.</p> <p><b>Dan moved to approve the Strategic Plan presented with changes as discussed, seconded by Larry. Motion carried.</b></p>
<p>4. Recognition &amp; Celebration</p>	<p>All</p>	<p>Angie Bartholomay has been instrumental in the Career STEM day held last week with over 300 students attending. She is organizing the Water Festival for April and the Science Olympiad scheduled for March 28<sup>th</sup>.</p>
<p>5. Announcements</p>	<p>All</p>	<p>Homecoming will be October 12<sup>th</sup></p> <p>Dan is off campus next Monday and Tuesday at the League meetings in MN.</p> <p>There have been a few meetings about the student death and procedures in the handbook were used to address this situation.</p>