

# Dakota College at Bottineau Dean's Council - Weekly Team Meeting

DATE: November 3 at 8:00 am – McMaster

Topic	Responsible Party	Discussion/Outcome
<b>1. Enrollment</b>	Davis	2015-16 housing statistics with comparisons for 2013-14 were provided. Overall the dorms are at 88.5% capacity
<b>2. NDUS Reports</b>		
<b>a. Academic Affairs Council / Campus Academic Affairs</b>	Brooks	There is an AAC conference call scheduled for this afternoon. Nothing major on the agenda. This Thursday there is a nursing program open house at VCSU. Larry is at Minot next week for the Paramedic Accreditation site visit in Minot
<b>b. Student Affairs Council / Campus Student Affairs</b>	Davis	SAC meets Thursday. The NDUS Director of Student Affairs, Becky Lamboley has resigned. Trick or Treating at Gross Hall went well on Halloween night. Recently held "Preview Day" with about 15 attending and a special preview day was held for Upward Bound with 14 attending. It was questioned whether t-shirts need to be ordered through our vendor; BSN. Coach Colvin indicated that we have a rewards plan, but there is not stipulation that everything must be Nike or come directly from BSN. It was requested that we provide 4J's authorization to print our logo. Sandy will look into the details. Have been conducting room inspections in the residence halls the last few weeks.
<b>c. NJCAA Mon-Dak/Athletics &amp; Campus Athletics</b>	Colvin	Basketball tournament went well over the weekend. Alumni were back to play in the tournament. Both teams play at Turtle Mountain tomorrow and in the Lake Region classic over the weekend. Hockey hosts UND club this Friday and Saturday.
<b>d. Chancellor's Cabinet &amp; Campus Dean's Update</b>	Migler	There isn't anything new to report for the Chancellor's cabinet. All the Presidents meet at BSC next week for the HLC review. This visit is based on a previous report from the HLC in which they addressed concerns that the Board and system office are working to refine and strengthen their work on systematic improvement. All CEO's have been requested to attend and it will be followed up with the Chancellor's cabinet meeting. Dr. Migler mentioned that the International Peace Garden is interested in finding ways to work with other organizations. They have facilities that are not utilized throughout the year that could provide options for others. Dr. Shirley and several of the MSU Deans will be visiting DCB today. They are visiting TMCC and stopping here on their way through to visit the campus.
<b>e. Distance Education Council and Campus Learning Center</b>	O'Toole	The Distance Ed Council meets November 17. The Learning Center received the Tegrity bill which is an access fee based on enrollment and usage. Last year's bill was \$5,000 and this year \$1,300. There was some clean-up conducted to decrease the expense. Jason is working on publicizing the birding festival. He is working alongside IPG; splitting advertising costs. The Learning Center will be celebrating distance learning week; Nov 9-13. They will set up a display with videos etc.

<p><b>3. Other</b>  <b>a. Title IX Investigator Training</b></p>	<p>Migler</p>	<p>There is a Title IX training offered through NDUS, based on bill proposed. The registration fee is \$4500–5000 per campus. Several of the campuses have declined the training due to the cost. We will also decline due to the cost. We continue to have the ability to work with the Title IX Director at MSU. We will move ahead and work on a strategy to provide training for our campus faculty and staff through them. We will need to revisit the Title IX investigator training if the price is significantly reduced.</p> <p>PAR – blackboard collaboration conferencing was conducted. We will be moving forward and participate with the system due to the legislative funding attached. The conference information referred to five different swim lanes (path or perspective):</p> <ol style="list-style-type: none"> <li>1. Data – work with colleges to identify how data gets moved into the predictive analytics system</li> <li>2. Predictive Reveal – after data is in the system, trends can be identified. Information will be anonymized to respect the integrity of the student. NDUS will supply most of the initial data. DCB is scheduled for October 2016.</li> <li>3. Intervention Inventory – provides plans that can be put in place per student information received to assist in the success of the student. This component of PAR provides concepts based on research.</li> <li>4. Benchmarks – will provide targets from successful data of other colleges</li> <li>5. Tying Predictive to Goals and Interventions – will be able to set continuous improvement plans per goals set for academic progress.</li> </ol>
<p><b>4. Recognition / Celebrations</b></p>	<p>All</p>	<p>Staff senate did a great job for Halloween festivities; costume and pumpkin contests. Financial Aid Services recognition was successful with the thank you card/comments</p>
<p><b>5. Announcements</b></p>	<p>All</p>	<p>No budget meeting today. Will meet next week. Copies of contracts that fall under Dean's Council member budgets will be sent out for review. This exercise is to understand budget expenses per area. A large portion of expenditures is salaries in the budget. Job descriptions were discussed. Evaluations and job descriptions should be completed every spring. It was felt that position descriptions are not fully developed. Dr. Migler asked everyone to look at the contracts within their department, understand what is being spent and is the delegation of duties defined appropriately.</p> <p>Dr. Migler has met with his reports and would now like to move into phase two which is department meetings. He'll start with CTE faculty either individually or groups as identified by lead manager. Each council member was asked to think about how they would like to organize the meetings between Dean Migler and their staff. Can meet with entire staff or individual groups; admissions, financial aid, recruitment as an example. An hour will be scheduled with each department to talk through observations and questions will be mutually developed between department director and Dr. Migler. Would like to complete these meetings by the end of the semester.</p>

		An example of questions; who is on the advisory committee, what recommendations they have for curriculum changes, what are we doing to market program to recruit students, what equipment do they need to do job well.
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