

Dakota College at Bottineau Dean's Council – Minutes

February 22, 2022 at 8:00 am – Dean's Suite



PRESENT: Dr. Migler, Kayla O'Toole, Lisa Mock, Larry Brooks, Sandy Hageness and Leslie Stevens (guest)

Topic	Responsible Party	Discussion/Outcome
1. Department Report – Foundation	Stevens	<p>Logroller raffle sales are going well. May move the drawing to April instead of March next year due to other fund raisers held by Blueline club in Bottineau.</p> <p>Leslie working with Cathy Jelsing (Grant Writer) on the Old Main project. Focus is on equipment for nursing programs. Review of gifting opportunities by room is being looked at.</p> <p>There is an additional \$800,000 left to be raised for the project.</p> <p>The dinner theater is scheduled for March 11 with only 80 tickets to be sold at \$35 which will cover the production, appetizers, meal and dessert. The Hall of Fame banquet is scheduled for April 1. The 2007 hockey team and Shannon Smith, former DCB basketball player will be recognized.</p> <p>Dining challenges were discussed.</p> <p>Leslie is looking for an alum to feature in a story for the next magazine publication.</p>
2. Enrollment	Brooks	<p>Spring enrollment is looking better than past spring enrollments. A news release was sent out a few weeks ago.</p>

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<p>3. NDUS & Campus Updates</p> <p>a. Academic and Student Affairs</p>	<p>Brooks</p>	<p>Larry reported that the Future Fest event held last week went well with 50 students who completed the passport in addition to students who attended for informational purposes.</p> <p>Larry and Dr. Migler met with reps from ND Dental Association last week and will be putting together a strategic planning task force.</p> <p>Last Friday FBM instructor interviews were conducted with the possibility of a third candidate. An offer may be made the end of this week.</p> <p>Nursing faculty and Larry toured the same day surgery center at Trinity. This may be an option to expand the nursing program site in Minot.</p> <p>Larry has received two resident hall sanction appeals this semester.</p> <p>Larry has a meeting on Tuesday for the DCB Master Plan and also meets with Faculty Senate about salaries. Thursday he has a CTE Director's meeting.</p>
<p>b. Administrative Affairs / Business Affairs</p>	<p>Mock</p>	<p>A Fees, Room and Board meeting will be held this afternoon, the proposal is due to the system office this Friday. The challenge next year will be in keeping costs low while inflation is rising quickly. Anticipating a 5% rise in board and 2-3% in housing, both of which are below the current rate of inflation.</p> <p>Discussion held on fund raising for athletics of \$10,000 per team and why this is needed, especially with the need to start re-paying the dining center bond and increased needs for the student college fees, which helps fund athletics. It was noted that housing is looking into reducing the number of RA's for next year.</p>
<p>c. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>O'Toole</p>	<p>Kayla will hold her first meeting today with DC advisory committee made up of principals, counselor, DC faculty.</p> <p>We are moving forward with NACEP using the College Provided Faculty (CPF) model. This model hires faculty to teach DC.</p> <p>Kayla noted the Future Fest went very well. They are looking at hosting something similar in the fall as well.</p>

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<p>d. Public Affairs Council</p>	<p>Hageness</p>	<p>There may be changes with disability assistance. The state is looking into allowing students to self-identify without documentation. Kelcee and Stacy attended counselor event in Bismarck – attendance was down, but it is felt like good one-one contacts were made.</p> <p>Press release has gone out on the PTK supporting PTO school supply drive and on the Ag program celebrating CTE month. Clint will be on the radio this week to talk about the photography program and the events they are hosting; Ireland trip, photo contest and the spring play. A Smokey's week survey has been distributed to faculty, students and staff. This will help to review and find opportunities for improvement. Record Retention group will meet this week. Department updates will be provided and discussion will need to be held on how to proceed with digital archiving. There are boxes of paper documentation that will need to be stored until State archives can pick up.</p>
<p>e. Athletics</p>	<p>Gorder</p>	<p>Spring payment for online instructors will be provided to HR this week. The Educational Outreach brochure will be emailed out to CTE contacts this month as spring is a time that schools are looking for guest speakers.</p> <p>Corey will be off campus until the middle of March at the Paralympic Winter Games in Beijing. The internal search for softball and volleyball has been conducted. Final decisions will be made after the women's basketball search to ensure the best match of related skills and abilities to other duties at the college.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Coach J's retirement game went well. Quite a few past players were in attendance. Basketball will hold regional playoffs this week. Men's hockey will go to Nationals this spring. The Women's hockey team will likely also go, several games continue to be canceled due to COVID travel restrictions.</p> <p>The state has provided some flexibility with issuing contracts. If we have budgets determined in May, we are able to issue contracts at that time. The</p>

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		<p>way our budget process has historically worked, we typically wrap our contracts into the same issuing schedule as MSU.</p> <p>SBHE meeting will be held tomorrow at Fargo. Dr. Migler will be attending virtually. March SBHE meeting is at NDSCS.</p> <p>NDSU dual-credit initiative is causing concerns at the system level. The test optional proposal continues to be in discussion at the state level.</p> <p>Physical Plant has two positions open. Looking into the structure of the department before posting.</p> <p>The master facility plan is due next Monday. Dr. Migler will discuss the plan with department chairs in review the needs for their academic plans, ie. science labs at NSC, nursing moving into old main, freeing up space in Thatcher, horticulture and ag programs may need updated lab facilities and dorms will need updates. It is important to cover all strategic needs for the next biennium. Priorities will need to be determined. Will be beneficial to build life and safety component within the facility plan.</p> <p>Dining center is scheduled to open tomorrow (2-23). ND Health inspector is scheduled to assess the area today.</p> <p>Dr. Migler and others did a walk-through of Old Main with EAPC on old main to kick-off drafting the needs.</p> <p>Still waiting to get a signed contract for the Minot CTE center with Estvold Ackerman. Rather than working with a CMAR, it has been suggested to work with an Agency Construction Manager (ACM).</p>
4. Other		
5. Recognition & Celebration	All	
6. Announcements	All	<p>Forum is Today at 3pm.</p> <p>Minot CTE center visit is this Friday afternoon.</p>