



Dakota College at Bottineau

Dean's Council - Weekly Team Meeting Minutes

DATE: October 6 at 8:00 am – Molberg Room 28

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Davis	Business Department is down a couple students for fee payment. The billings due have decreased through collaboration of Student Services & Business Office.
2. NDUS Reports		
a. Academic Affairs Council	Brooks	N/A to report
b. Student Affairs Council	Davis	Joint meeting between Academic and Student Affairs on this week. Danny will participate via teleconference. Larry will be returning from ASPIRE conference and attending the AAC meeting on his way back. A few of the student services and business office employees will be attending HEUGs at the end of the month.
c. Administrative Affairs Council	Pfeifer	We will receive \$68,000 this biennium for security purposes. The camera server will likely need to be replaced and new locks are needed for certain classrooms.
d. NJCAA Mon-Dak / Athletics	Colvin	There are new Girls BB rules such as going to quarters rather than halves. This rule and other new rules will take some time to adjust to.
e. Chancellor's Cabinet	Migler	The Chancellor has identified working committees in areas such as mission, tuition, shared services and identified a Chair for each committee. Dr. Shirley is overseeing the shared services group.
f. Distance Education Council	O'Toole	Distance Ed committee meets tomorrow evening.
g. Public Affairs Council	Hageness	No updates
3. Campus Updates		
a. Student Affairs	Davis	Counselors just completed college fairs and now going into the high schools by the 15 th of December. VB Pink-out is Thursday night.
b. Academic Affairs	Brooks	N/A to report
c. Business Affairs	Pfeifer	Working collaboratively with Student Services on reducing student bills.

d. Athletics	Colvin	FB is at home this weekend and next. First playoff game is Oct 24 th . Pink-out night will host a fund raiser for Lynda Bertsch, refs wearing yellow/pink. Redoing the VB pole wholes this week in the gym.
e. Learning Center	O'Toole	Learning Center is offering professional business series to the local community; three sessions before the first of the year. Working on dual credit course availability in Canada.
f. Dean's Office	Migler	Attended the City Council meeting last night. The Park District will be working on estimates and proposals for the development and operation of a new rec center that might be built in Bottineau. There will be involvement requested from DCB as planning gets underway.
4. Other		
a. Org Chart Review	Migler	An update to the organizational chart was reviewed. Providing there are no updates by the end of the day it will be uploaded to the website.
b. AAC & SAC Joint meeting	Brooks & Davis	Discussed
c. Nelson Science Center Facility Renovation Project – select committee members	Migler	NSC renovation committee needs to be developed. Laura, Larry and Dr. Migler to meet.
d. Educational Outreach	Migler	Educational Outreach is available to community and area schools. Discussion was held on the cost associated with travel. As we discuss the budget, may need to identify if there are marketing dollars to assist.
e. Campus Forum Format	Migler	The First Campus Forum will be held Wednesday, October 14 at 3pm. Council will meet that morning at 8am to discuss the format. The outline will be a message from the Dean, updates from Business Affairs, Athletics, Learning Center, Academic and Student Services. The last 15 minutes will be used for Q & A. Although it is not mandatory to attend, employees are encouraged to attend.
f. Campus Security (in light of Umpqua CC)	Migler	Discussion was held on the security and safety of DCB campus. Training schedules for active shooter drill, tornado, etc. Also discussed locking all of the doors on campus except for the main front entrance at Thatcher. Locks for twelve of the classrooms should be updated. Estimated cost is \$5,600.
5. Recognition / Celebrations	All	Recognition of Matthew Keith by the Veterans Affairs was noted.
6. Announcements	All	Dr. Migler will be at SBHE meeting on Monday and Tuesday. Next Dean's Council will be held Wednesday, October 14 at 8:00 am. Agenda will be preparation for Campus Forum.

