

Dakota College at Bottineau Dean's Council



September 10, 2019 at 8:00 am - Dean's Suite

Minutes

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment reports were reviewed. Although actual enrollment is on track with last year, applications received were less than last year as well as matriculated applications.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	
b. Administrative Affairs / Business Affairs	Mock	Lisa shared the undesignated and designated appropriated reserve report as of June 30, 2019.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	There are 315 dual credit students enrolled with approximately 15 more students to enroll. Last year we had 303 students enrolled in dual credit. NCEC is hosting a college fair on campus this Thursday. Kayla is participating in the BHS homecoming parade on Friday. She will also be attending the NASAP conference in October.
e. Public Affairs Council	Hageness	The first Campus Forum will be held October 2 nd , followed by November 6 and December 5. Kayla will be on the radio this week to share information about community education courses. Signage is being updated throughout campus with the names of the buildings on the doors along with our logo.
f. Chancellor's Cabinet / Dean's Update	Migler	Physical Plant is short-staffed at this time. Will be moving part time personnel into full time temporary position to cover for staff out for personal leave. There is a boiler walk-through on Thursday for potential bidders. Bid opening is the end of the month. The coal boiler is currently in

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		<p>operation. There is asbestos that needs to be removed in the boiler room and in Milligan. Bids will be requested for abatement. Demolition of one of the dorm rooms in Milligan will begin this fall. Unesco is in process of putting energy efficiencies in place. 75% of the changes will involve lighting. There are also air leaks around doors/windows, plumbing fixtures that leak and recalibration on controls that will be completed.</p> <p>Staffing update provided. Wayne Johnson and Mike Getzlaff are temporarily in the AD position. Will be looking for a full time AD combined with other coaching/staff responsibilities.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • Service Animal Policy • Notice of Nondiscrimination Statement 	<p>Migler</p>	<p>Click Here for Attachments</p> <p>Larry provided a Service Animal Policy draft adopted from the MSU policy manual. Upon review it was decided to adopt the policy in the interim.</p> <p>Moved by Larry, seconded by Lisa to adopt the Service Animal policy draft as presented until the policy committee has an opportunity to review. Motion carried.</p> <p>Dr. Migler will contact the chair of the committee as they need to review this policy and the Title IX manual update.</p> <p>The Faculty Senate reviewed a section of the Handbook and have adopted edits to the Faculty Evaluations process with Department Chair positions respectively acknowledged.</p> <p>A Nondiscrimination Statement has been submitted to Dean's Council for review. Request is to make this a standard statement throughout the Campus.</p>

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		Moved by Larry, second by Kayla to use the presented Non-discrimination Statement campus wide. Motion carried.
4. Recognition & Celebration	All	An award has been received from the ND Space Grant Consortium for virtual reality headsets.
5. Announcements	All	NCEC Career and College Fair on campus Thursday – September 12 th .