

Dakota College at Bottineau Dean's Council



February 20, 2018 at 8:00 am

Dean's Suite

Minutes

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

| Topic | Responsible Party | Discussion/Outcome |
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| 1. Enrollment | Brooks | Enrollment report reviewed. Applications are trending in a positive manner. |
| 2. NDUS & Campus Updates | Brooks | Narcan training is this morning. Tabletop immunization training is this week. Larry will be in Minot part of this week, meeting with MAFB about Para-education courses. Monday, February 26 he will be conducting teacher observations. |
| a. Academic and Student Affairs | | |
| b. Administrative Affairs / Business Affairs | Mock | Lisa is working on grant verifications this week. Dr. Migler meets with Student Senate this evening to review tuition/rates. Lis will be providing a list of accounting codes to IT to be placed on our website. |
| c. NJCAA Mon Dak / Athletics | Davis | Winter athletics is winding down. Nonconference WBB this Friday afternoon. Hockey is on their way to regionals in Utah this week. Nationals will be in Ohio. Cheye-Anne Savage started in VB/SB on Monday. Practices for softball and baseball are underway. |
| d. Distance Education Council/Distance Ed. and Academic Support Services | O'Toole | TRiO has achieved their number of students served goal. Community education has a class class next Monday, February 26. Black board training is going well. There are about 25-27 participants each week. Kayla is working on online schedules for summer and fall. In visiting with Bottineau HS, they will be offering three DCB classes next fall. Spring 2018 still has two students that are not registered, but attending class. |
| e. Public Affairs Council | Hageness | Sandy provided an update to the media campaign. The Committee is finalizing the commercial videos, updating photos and designing post cards with the consultant. There will be a DCB-CTE commercial running during the |

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| <p>f. Chancellor's Cabinet / Dean's Update</p> | <p>Migler</p> | <p>State Boys Hockey tournaments this weekend. Also plan to have ads running during Class B boys and girls state BB games for DCB in Minot.</p> <p>State Board meets this week. The agenda provided for informational purposes. There are six grant writer applications received. The Committee will screen the applications next week with interviews to follow.</p> <p>Foundation board and key constituents meet with the fund raising consultant tomorrow. Current funding being considered for Old Main, dining center and student scholarships.</p> <p>SBHE meeting is on Thursday. Dr. Migler is then going to Minot on Friday to meet with MAFB and then to Wahpeton for state NDSA meeting. They will be discussing the Student of Tomorrow which is part of Envision 2030.</p> <p>Dr. Migler asked if there was any feedback from the Campus Forum. He provided a list of employees to be included in the one-time payment. Lisa will review and verify via employment of July 1, 2016 or earlier. Per Administrative Council recommendations, consideration to setting up a review process for a merit increases will be given.</p> |
| <p>3. Other</p> <ul style="list-style-type: none"> • DCB Proctoring Process | <p>O'Toole</p> | <p>Kayla provided a draft to "Process for Test Proctoring". A few changes recommended. Kayla will revise and send out to Dean's Council.</p> <p>Dr. Migler noted that in addition to this test proctoring process, an advising model is being reviewed.</p> |
| <p>4. Recognition & Celebration</p> | <p>All</p> | |
| <p>5. Announcements</p> | <p>All</p> | |