

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



DATE: December 29 at 8:00 am – McMaster

Meeting Objectives: To conduct the business of the campus

Meeting Agenda

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Davis	Approximately 80 new aps; about 35 complete Dr. Migler indicated that it would be valuable to have the enrollment numbers posted so that progress could be tracked.
2. NDUS & Campus Reports		
a. Academic Affairs	Brooks	There is an instructor position open for the three developmental math courses offered in Minot. Larry has a conference call Monday afternoon with Academic Affairs Council. Russ Gagnon will be on the Noon Show next Tuesday for the masonry class.
b. Student Affairs	Davis	Final grades posted – about 30 incompletes. Will be reviewing probationary and suspension status.
c. Administrative Affairs / Business Affairs	Pfeifer	Budget conference call held with the other campuses to discuss preparation for the budget reallocation. If it goes into effect, it will affect the security pool and grant funding. We need to provide the State budget committee an initial game plan for DCB. This plan should identify areas where we can save 2.5% within the budget in this fiscal year. Laura also reported that in striving for campus consistencies, a process will be put in place to document the waivers provided to RA's for room and board. The NSC architect has been selected: Hepper Olson out of Grand Forks. Contract fees are currently being negotiated. The project will be completed using a "construction manager at risk" process. Architect fees are generally about 8-9%. We are estimating to get about \$900,000 in construction dollars after these fees. It was questioned whether construction would take place during the spring semester. It was indicated that construction will start only if it does not interrupt classes. It is very important during the planning stages to understand the importance of no disruptions by noise or close activity during class.

<p>d. Chancellor’s Cabinet / Dean’s Update</p> <p>e. Distance Education Council / Learning Center</p> <p>f. Public Affairs Council / Marketing</p>	<p>Migler</p> <p>O’Toole</p> <p>Hageness</p>	<p>Met with Dr. Shirley and other Minot leaders to discuss the opportunity for DCB to offer CTE programs to complement MSU’s programs. Hoping to establish community and legislative support for the idea that DCB is the “go-to” 2-year college for Minot.</p> <p>Dr. Migler met with WSC workforce training rep. She will visit Bottineau in January to discuss strengthening the workforce training model relationship with DCB.</p> <p>The Learning Center is reorganizing their office over the holiday break. Heidi is creating online spring shells in Module. Entrepreneurship and Finite math courses will be offered online this spring semester. Dual Credit registrations are coming in. They will go to St. John next week to promote the DC courses. On Monday, DCB TRIO staff will go to LRSC to see their TRIO program.</p> <p>The CCI first draft of the video will be viewed January 5th.</p>
<p>3. Other</p> <p>a. Possible college uses for Old Main</p> <p>b. Tuition and Fee Study Group Survey (will complete at the meeting): https://ndscs.qualtrics.com/SE?Q_DL=bjD09vzhMAaJjsp_cx69BLtphPczTLv_MLRP_3ZZaE8dPydqM3MV&Q_CHL=email</p> <p>c. Follow-up on TRIO grant and Arntzen building use</p>		<p>The Old Main Committee is looking to Dr. Migler and the Dean’s Council for strategic planning direction on the building. The building has possibilities for DCB to gain student services and nursing program space. Incorporating this into the strategic plan has benefits, especially since it is highly unlikely that DCB will receive funding for new facilities anytime in the near future.</p> <p>The tuition and fee study survey was completed as a group. Sandy will send out a draft for the council to review and Dr. Migler will submit by deadline taking input from Council into consideration.</p> <p>All of the TRIO staff have been selected. HR details needs to be finalized. TRIO will be located in the Learning Center in Thatcher Hall. This will relocate Community Ed, who will be moving into Arntzen building next week. Arntzen building will also provide adjunct office space. Larry will notify the adjunct faculty of the available space.</p>
<p>4. Recognition / Celebrations</p>		<p>Vicki Bickford shared “Online Colleges.net” which listed DCB as the eleventh best online college for Allied Health program.</p> <p>.</p>
<p>5. Announcements</p>	<p>All</p>	<p>Strategic Planning – HLC document, campus goals and review of mission, vision. January 5th at 1:30.</p>