

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



**DATE: February 9 at 8:00 am – McMaster**

Topic	Responsible Party	Discussion/Outcome
<b>1. Enrollment</b>	Davis	<p>The official census data for spring semester enrollment was shared as of Feb. 8 2016. Headcount enrollment is 717, which is exactly the same as last year's spring semester. However, our full-time equivalent enrollment (FTE) is down slightly. Our current FTE enrollment is 402.04, which compares to 413.69 last year.</p> <p>In addition, we are serving 76 students enrolled in developmental courses at MSU and VCSU. This compares to 70 students last spring. When these students are included with the headcount enrollment noted above, our total enrollment for spring is 793. The comparable enrollment for last spring was 787.</p>
<b>2. NDUS &amp; Campus Reports</b>		
<b>a. Academic Affairs</b>	Brooks	AAC met face-to-face last week. Council of college facilities are concerned about dependent tuition waivers and faculty oath. There is also a concern about the State fleet use policy. DCB has received a request to provide a Miss ND scholarship. The scholarship is used if the winner enrolls at the college the scholarship is offered from. It was recommended to offer and will be discussed with the Foundation.
<b>b. Student Affairs</b>	Davis	SAC met last week. There is a two-year college vote underway which (if approved) would no longer require ACT or SAT scores for college registration.
<b>c. Administrative Affairs / Business Affairs</b>	Pfeifer	The Administrative Business Affairs council is covering budget allotment within their discussions. The DCB master plan is due February 19. A draft Master Plan will be distributed to Dean's Council for review before submitting. Room and board fee estimates are due this month.
<b>d. NJCAA Mon Dak / Athletics</b>	Colvin	Hockey playoffs start this weekend; Friday at WSC and Sunday at DCB. BB playoffs are Monday and Wednesday. In a few weeks softball and baseball games will start.

<p><b>e. Chancellor's Cabinet / Dean's Update</b></p>	<p>Migler</p>	<p>Chancellor's Cabinet met yesterday. Covered budget allotment for next biennium. There are work groups being organized i.e. shared services (working together to save expenses), tuition and fees (waivers), mission. NDUS Procedure 806.1 on travel reimbursement was revised.</p>
<p><b>f. Distance Education Council / Learning Center</b></p>	<p>O'Toole</p>	<p>Distance Education Council met a few weeks ago. Topics included a review of the LMS used. Three of the two-year campuses put together an RFP. This is a work in progress, fees and proposals will be reviewed. The NDUS currently provides an LMS for DCB to use at no cost. Kayla is researching other campus online salary models to see if there is a more efficient process to use. There has been a lot of traffic in the Learning Center; heavier days are M-W-F. The contest to name the TRIO – Learning Center – Distance Ed area was finalized with a decision to name it the Student Success Center. Lettering will be added to the window outside the office area. Dual Credit registrations are complete. Online 2<sup>nd</sup> 8 week class registration is in process. They start in March. Enrollment numbers are about the same as last year at this time.</p>
<p><b>g. Public Affairs Council / Marketing</b></p>	<p>Hageness</p>	<p>The landing page for ND Choose was shown to the group. The community college initiative videos will be accessed from this page. Expected publication date is the week of February 15.</p>
<p><b>3. Other</b></p>		<p>Laura shared the fees draft for 2017. Discussion was held about adding a wellness fee. This would be to provide equipment maintenance and a cosmetic upgrade to the work-out room located on the stage in the gym and the weight room. Through discussion it was recommended to add a \$15/FTE student to the 2017 academic year. This would be \$7.50/semester/FTE. The proposed increase will be taken to Student Government by Dan Davis and Brandon Colvin. Maintenance contract is approximately \$3200/annually for the equipment. These areas are used primarily by students primarily. Faculty and staff are also allowed to use these facilities. Room and Board fees were reviewed. It was recommended to increase room and board fees by 3% to help in maintenance and upkeep of the facilities.</p> <p>Due dates were sent from the system office for tenure and honorary degree requests. Question from Dr. Migler on whether or not we have had honorary degree recipients in the past. Input can be given to Dr. Migler.</p>

<b>4. jeRecognition / Celebrations</b>	All	Angie pulled together a project WET (Water Education for Teachers) 9 attended. They received credit in conjunction with NCEC. NDUS wrote a news story about distance education grant dollars and highlighted Larry's involvement in it's success.
<b>5. Announcements</b>	All	Chancellor Hagerott will be on Campus for the community book read on February 17 <sup>th</sup> .