

## Dakota College at Bottineau Dean's Council



**DATE: December 13, 2016 at 8:00 am – Dean's Suite**

**PRESENT: Larry Brooks, Jerry Migler, Kayla O'Toole, Dan Davis, Sandy Hageness**

| Meeting Agenda - Topic  | Resp Party | Discussion/Outcome   |
|---|------------|--|
| <b>1. NDUS &amp; Campus Reports</b>   |            |  |
| <b>a. Academic and Student Affairs</b>  | Brooks     | Admission Counselors finished up high school visits and finalized Burdick Job Corp registrations. Working with WSC to collaborate with the ag programs. Two nursing faculty resigned; VCSU and Minot programs.   |
| <b>b. Administrative Affairs / Business Affairs</b>                             | Migler     | Lisa is in Minot this week for orientation and Laura P provided some training this week.   |
| <b>c. NJCAA Mon Dak / Athletics</b>   | Davis      | Women's B is 8-4, Men's BB 13-2. Hockey will be going to Greely, CO January 6 and 7. The interim Assistant Coaches have resigned. Logrollers discussed athletic scholarships. Hockey will be going ACHA next year.   |
| <b>d. Chancellor's Cabinet / Dean's Update</b>                                  | Migler     | Chancellor's cabinet reviewed the budget. The Watford City (Med Assist) program was approved.  |
| <b>e. Distance Education Council/Distance Ed. and Academic Support Services</b> | O'Toole    | Student Services Center will have limited hours over break. Community Ed wreath class had 19 students last night and 20 registered for Thursday this week. Kayla will be out of the office on Friday attended NCEC meeting in Minot. In process of conducting an on-line faculty qualifications review. Added an online photography instructor. Now intro classes may be taken spring and fall semesters online. Reviewing a new online early childhood instructor. There are 42 dual credit students to date and 144 online students registered for 265 classes this spring. Working on an agreement with Mayville to finalize our Business Admin and Early Childhood BA programs. There is an online proctoring business "Procter U" that Kaylan is looking into. This would provide test proctoring via web cam 24-7. |
| <b>f. Public Affairs Council</b>  | Hageness   | Marketing team is putting together student testimonials for CTE programs. Holiday greeting was sent out last week and well received. CTE videos are being published on our web site as they are completed.   |

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| <p><b>2. Other</b></p> <p><b>a. Budget Prep for FY 2018</b></p> <p><b>b. Projected FTE enrollment by institution for Fall 2017 and Fall 2018</b></p> <p><b>c. DCB Dining Center</b></p> <p><b>d. Feedback – campus closing procedure</b></p> | <p>Migler</p> | <p>In preparation for the 2018 FY budget, Lisa is working with MSU on their new process to be implanted at DCB.</p> <p>Fall projected enrollment was provided to Leg Council. We are projecting an increase by 5% with a concerted effort to grow the CTE programs.</p> <p>A Consultant Contracted Services Agreement with Dan Nostdahl to review the dining center project was reviewed. This agreement is to receive professional assistance in determining the best path forward in the development of a new dining center.</p> <p>The weather notification process was used last week. In review all went well.</p> <p>There is about \$50,000 left for security upgrades. The committee met and will be updating the server for security cameras, locks and upgrading the public address system.</p> |