

Dakota College at Bottineau Dean's Council



**June 5, 2018 at 8:00 am
Dean's Suite**

Agenda

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment applications are at 193 which is the highest over the last five years. Resident numbers are also higher.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Student Services – Financial Aid Director (April Abrahamson) started training and it is going well. There are six applications received for the Biology/Botany instructor position. Three will be interviewed. Other positions open include: Valley City Nursing and Math, the Campus Nurse and Admissions position have been posted. Larry will be out of the office tomorrow attending AAC conference and on personal leave this Friday.
b. Administrative Affairs / Business Affairs	Mock	Working on the budget, upload is scheduled for June 11 th . Lisa received a schedule of reviews from the Auditor that will be completed throughout the summer.
c. NJCAA Mon Dak / Athletics	Davis	SB/VB coach has recruited several athletes. Basketball rosters appear to be full. Football has about 95-100 athletes interested. As the admission process finalizes, this may be less although their academic profiles look good.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla has set up Tutor ND which is free for online student residents. She is looking into an additional tutoring option through tutor.com Community Ed is offering pickle ball this summer with Tanya Mooney in July. She is working on a full schedule for the year to be posted by fall. Kayla will be at a Distance Ed conference in Fargo the end of June. Summer online student enrollment is up. 156 online students take about 300 courses, last summer was 112 online students taking about 200 courses.

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<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>Dual credit registrations look good for the fall. Blackboard is in full swing this summer.</p> <p>Working with a wildlife program alum on a story. Honors and Dean's List will be announced this week via news release and letters to students. Fall in-service dates set – faculty in-service the week of August 13-17 and staff in-service will be August 2nd.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Summer projects have been identified.</p> <ul style="list-style-type: none"> • Steam line between Mead and Molberg will be replaced. • Residence halls hallway carpet and stair treads will be replaced . Washer/dryers added by fall (ten machines). • NSC is getting new paint in the hallways. The CN Nelson display will be moved and coat racks removed. • Molberg – front siding replaced. This is possible through a donation from Peter Molberg, the son to John Molberg, who the building is named after. Also, new carpet in hall and offices will be installed. • Dining Center will have office flooring replaced. <p>Nathan and Brock will be moving their offices to the Arntzen building this summer. This will provide additional tutoring and testing space between the Student Success Center and TRiO.</p> <p>Dr. Migler is meeting with departments to sort out staffing needs. The lead custodian/maintenance position remains open. A custodian position is open. There are two part time physical plant summer employees that are working out well. The part time admissions position is posted. Distance Ed has increased workload and looking into increasing admin assistant hours. Financial Aid director transition is taking place, with Valerie Heilman assuming a different role in student services. There is a head resident position open in Mead Hall.</p>
<p>3. Other</p>		<p>Click here for attachments</p>

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<ul style="list-style-type: none"> Tuition Estimates 		<p>Dr. Migler and Larry will be working on a proposed update of the strategic plan using information from these meetings.</p> <p>DCB's budget currently estimates \$1.8 million in tuition. The system office tracks it at \$2.3 and is recommending we increase the budget for FY 2019. This has a 4% tuition increase built in. A \$2 million budget is more realistic and allows room for increases in transportation expenses, marketing and HLC.</p>
<p>4. Recognition & Celebration</p>	<p>All</p>	<p>Trent Hunskor, DC student selected by Rural Electric as an outstanding student.</p>
<p>5. Announcements</p>	<p>All</p>	<p>Dr. Migler will be out of the office Thursday and Friday of this week. Lisa will be in Minot for a few days over the next few weeks to finalize budget.</p>