

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



DATE: September 29, 2015 **8:00 am – Molberg Room 28**

Meeting Objectives: To conduct the business of the campus

Meeting Agenda

Topic	A/I	Responsible Party	Discussion/Outcome
1. Enrollment	I	Danny Davis	No new updates
2. NDUS Reports	I		Larry along with Julian Larry and Trio Director, Rae Schobinger will be attending the Aspire conference in Rapid City, SD October 4-6.
a. Academic Affairs Council		Larry Brooks	
b. Student Affairs Council		Danny Davis	No new updates
c. Administrative Affairs Council		Laura Pfeifer	No new updates
d. NJCAA Mon-Dak / Athletics		Brandon Colvin	Contract reviewed by attorney and sent.
e. Chancellor's Cabinet		Jerry Migler	No new updates
f. Distance Education Council		Kayla O'Toole	No new updates
g. Public Affairs Council		Sandy Hageness	No new updates
3. Campus Updates	I		
a. Student Affairs		Danny Davis	Nothing to report as recent updates were discussed at last Friday's meeting
b. Academic Affairs		Larry Brooks	
c. Business Affairs		Laura Pfeifer	
d. Athletics		Brandon Colvin	
e. Learning Center		Kayla O'Toole	
f. Dean's Office		Jerry Migler	
4. Other			
a. Follow-up on Chancellor's Meeting	I	Jerry Migler	No new news on the Chancellor's visit. Completed all visits of ND campuses.
b. HLC Mark of Affiliation	I	Jerry Migler	The HLC mark of affiliation will be updated and upon receipt will be reposted on our website.

<p>c. Establish times/dates for budget meetings for Dean's Council</p>	<p>A</p>	<p>Jerry Migler</p>	<p>We are required to have a 5-7% reserve. 5% would be close to \$300,000. We currently have only about \$90,000. A better understanding of the budget process will help to gain efficiencies and as a result a better bottom line. Additional Dean Council budget meetings will be held every Tuesday at 1:30pm starting Tuesday October 13th.</p>
<p>d. All Campus Monthly Meetings</p>	<p>I/A</p>	<p>Jerry Migler</p>	<p>Dr. Migler would like to hold monthly information meetings for faculty, staff and students. The objective is to provide up-to-date information on what is happening throughout the campus; i.e. enrollment, academics, student services, distance learning, financial updates to name a few. A Wednesday afternoon at 3pm was suggested. This day and time will be evaluated on a trial basis to see how it works.</p>
<p>e. Org Chart Review</p>	<p>I</p>	<p>Jerry Migler</p>	<p>Recommendations for updates were received. Grant Writing to be added under Campus Dean, Trio to be added under Academic Affairs, Instructional Tech to be moved to Academic Affairs, Apple Grant to be added to Learning Center. Updates will be made and reviewed at the next Council meeting.</p>
<p>f. Campus Successes</p>	<p>A A</p>	<p>Jerry Migler Jerry Migler</p>	<p>Ideas for the Campus Successes were generated. * ECH SARE grant award of just over \$196,000 * 100% on NCLEX exams * Athlete Community Service activity, i.e. wood cutting at Crossroads, Crisis Center and Evergreen volunteerism, "Day of Caring"-Hockey team. * Evergreen event October Success idea is the Trio program getting off the ground</p>
<p>g. Senate Committees</p>	<p>I/A</p>	<p>Jerry Migler</p>	<p>Positions to be discussed at the next Council meeting.</p>
<p>5. Recognition / Celebrations</p>	<p>I</p>	<p>All</p>	
<p>6. Announcements</p>	<p>I</p>	<p>All</p>	