

# Dakota College at Bottineau Dean's Council



**DATE:** December 20, 2016 at 8:00 am – Dean's Suite

**PRESENT:** Lisa Mock, Larry Brooks, Kayla O'Toole, Dan Davis, Dr. Migler and Sandy Hageness

Meeting Agenda - Topic	Resp Party	Discussion/Outcome
<b>1. Enrollment</b>	Brooks	Will begin reporting in January, 2017.
<b>2. NDUS &amp; Campus Reports</b>		
<b>a. Academic and Student Affairs</b>	Brooks	The Student Services and Success Center is at lower staff levels over the holiday recess. Two interviews for nursing position are scheduled for tomorrow. The Academic Standards committee will meet next Tuesday.
<b>b. Administrative Affairs / Business Affairs</b>	Mock	Lisa received training at MSU last week. She is following up with faculty and staff to complete the required fraud training.
<b>c. NJCAA Mon Dak / Athletics</b>	Davis	Dan reported that athletics is quiet over the holiday recess. He is visiting local high schools for football recruitment.
<b>d. Chancellor's Cabinet / Dean's Update</b>	Migler	Dr. Migler met with Minot Legislators with MSU folks last week. It was not well attended by the Leg representatives, but discussion and information was note-worthy. He also met local representatives; Dick Anderson, Craig Johnson and Senator Shawn Veda at St. Andrew's. This was an excellent introduction for higher ed and our community healthcare folks.
<b>e. Distance Education Council/Distance Ed. and Academic Support Services</b>	O'Toole	SBHE met last week. Retirement benefit review was on the agenda. Room and Board Fee guidelines is under review. We will need to look into our rates for the 2017-18 academic year.  Kayla attended the CEC meeting last week and the Certificate of College Studies was discussed. There is great interest among the area high schools.

<p><b>f. Public Affairs Council</b></p>	<p>Hageness</p>	<p>Community Ed classes are going well. Two wreath classes had high attendance last week.</p> <p>There were fifty-two new dual credit student registrations received yesterday; Mohall, Rugby and Westhope. There are seventy-eight online students with 345 class registrations.</p> <p>Kayla is working on the HLC online faculty qualification guidelines. A new instructor has been added to the online photography program; Todd Vorenkamp.</p> <p>A new course request has been received for Distance Ed from Keith Knudson. Deb Burger-Perry, Online Instructor has resigned. If no one is enrolled in the RLS class this spring, it will be removed from the catalog.</p> <p>Working with students to provide testimonial radio ads in Wildlife, Horticulture, Para-Ed, Aquaponics, Nursing and Photography. This week's radio interview is with Hattie Albertson, library services.</p>
<p><b>3. Other</b>  <b>a. 2017-2018 Room and Board Rates</b>  <b>b. MSU Budget Process</b></p>	<p>Migler</p>	<p>SBHE met last week and discussed the room and board rates. In our review we will check with other two year campuses as a comparison. Dr. Migler met with the Sodexo manager about food service concerns.</p> <p>MSU budget process is available on attachments. Council should review to become familiar with the process.</p>
<p><b>4. Announcements</b></p>	<p>All</p>	<p>There will not be a Dean's Council meeting next week.</p>