

Dakota College at Bottineau

Dean's Council

Dean's Council Minutes

January 21, 2020 at 8:00 am

Dean's Suite



PRESENT: Dr. Migler, Corey Gorder, Larry Brooks, Kayla O'Toole, Lisa Mock and Sandy Hageness

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Larry distributed an enrollment report as of January 17, 2020. ND resident enrollment is looking good.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Working collaboratively with ND Ag Consortium on a SPECA grant which is for up to \$300,000 to upgrade delivery of courses. Grant request will be submitted within the next few weeks. Department Chairs meeting will be held on Wednesday and faculty senate meets on Thursday. The last day to add/drop a class is Thursday.
b. Administrative Affairs / Business Affairs	Mock	<p>Lisa has been receiving Request for Qualifications from architects for the dining center. There is a lot of interest. The architect chosen will handle the entire project, as construction manager at risk. Bonding will be the next step in the process.</p> <p>The last day for students to set up a payment plan is January 23. Lisa Anderson is going on medical leave January 30th so payment dates have been moved up. She may be out about 4-6 weeks. Financial aid payments are awarded January 29. Reminder travel, etc., reimbursement should be turned out by the end of this week, early next week.</p> <p>Business Office is working on the 1098T's and will be posted to the web site. Several corrections need to be made due to our tuition model.</p> <p>System wide audit on payroll audit went well. The I9's have been dated incorrectly. The new onboarding process will be implemented</p>

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<p>d. Distance Education Council/Distance Ed. and Academic Support Services</p>	<p>O'Toole</p>	<p>and will help with this process. It was questioned if there is training involved.</p> <p>Kayla reported the Academic Support Coordinator application process closes on Friday. She will have dual credit and online enrollment numbers at next week's meeting. They are working on finalizing dual credit enrollment with about 60 students left to enroll. Most of them are financial obligation agreements and running into an issue with BND. Kayla had an opportunity to talk with the DPI Assistant Director about LEAP and DC programs over the phone. The Director seemed very excited about how this program meets rural school needs. JC will be attending the State Superintendent conference in Bismarck next week representing DCB-dual credit and LEAP programs. Kayla will be attending the Secondary State Principal conference the following week. Professional Development paperwork has been approved for a few faculty to attend Blackboard World conference in July.</p>
<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>Working on CTE month promotions with student testimonials and fresh radio ads.</p>
<p>f. Athletics</p>	<p>Gorder</p>	<p>The team room is complete. A representative from Universal will be on campus today along with their supervisor who is from Belcourt. They will provide an evaluation on the football equipment. Athletics is working on a new gym floor. An offer has been made to the contractor and waiting to hear back from them.</p>
<p>h. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Basketball is at home on Wednesday. Hockey finished their Colorado tournament 1 and 3.</p> <p>Dr. Migler and the Foundation are making pitches to various funding groups for the nursing renovation to Old Main. First big ask was conducted on Friday and it went well. They also made a smaller presentation on Monday evening that also went well.</p>

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		<p>Physical Plant will be filling John Stahl's position. They will move one of the current part-time employees into a full-time position.</p> <p>Dr. Migler will be gone Wednesday afternoon and Thursday for CTEC meetings in Bismarck.</p> <p>Tom Claeys, State Forester was in last week and would like to partner with us on Arbor Day which is May 1.</p> <p>Dr. Migler and Larry will be meeting this Friday with all CTE Faculty. They will be talking about the importance of recruitment and roll out the CTE scholarship. They would like the framework in place by February 1 to promote the scholarship money and combine with recruiting with CTE Faculty.</p> <p>The scholarship is designed for CTE students, coming from area counties for economic development and having students graduate from CTE programs to help build the work force.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • Chamber – Business After Hours • Department Supervisor Rotation IT, Physical Plant, Housing, Bookstore, Library, etc. 	<p>Migler</p>	<p>Chamber offers opportunity for businesses to have an open house in the evening. Upon discussion it was suggested everyone look at schedules to find a date to make this work.</p> <p>Dr. Migler would like to start a rotation of departments at Dean's Council. This would provide them an opportunity to provide a 5-minute update on behalf of their department. Departments to be included are IT, Physical Plant, Housing, Bookstore, Library, Sodexo and a Student Representative.</p> <p>Dr. Migler and Sharon Arnold met with the Peace Garden folks last week about providing food services.</p>
<p>4. Recognition & Celebration</p>	<p>All</p>	<p>Four nursing students received scholarships from Trinity Foundation last week.</p> <p>Angie Bartholomay provided an instructor workshop at Rugby's Regional Inservice day yesterday on the virtual reality goggles.</p>

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5. Announcements	All	Reschedule admin council this week.
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