

Dakota College at Bottineau Dean's Council



July 15, 2019 at 8:00 am - Dean's Suite

Present: Dr. Migler, Kayla O'Toole, Larry Brooks, Lisa Mock and Sandy Hageness Not Present: Danny Davis

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Applications are down from last year and on par with two years ago.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Larry reported that there are seven applications received for the Registrar position. Three interviews conducted yesterday. The Search Committee will meet today to review recommendations and reference checks.
b. Administrative Affairs / Business Affairs	Mock	Lisa shared that the payroll is complete for fiscal year 19. She is working on grant clean-up. The food service vendor contract has been negotiated and waiting for a new proposal. There is a call today with MSU regarding the new tuition model.
c. NJCAA Mon Dak / Athletics	Davis	Dan not available to report
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla is in process of interviewing for the TRiO Director and Academic Services Coordinator positions. Stacey Allard has accepted the Administrative Assistant position for the Distance Ed Department. Summer finals are next week. She is working with Edgeley and Mohall to provide classes via IVN. She needs a speech instructor for dual credit courses. An ad will be published for adjunct pool. Kelly Beaver has been hired for the Chamber Director position.
e. Public Affairs Council	Hageness	The digital directory is published. Will pull from the web site. Films are complete and will share with Council next week. Contracts are due July 19 th , reminders sent yesterday. Working on in-service agenda. Tomorrow's radio interview will be with Allison Williams, student.

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f. Chancellor's Cabinet / Dean's Update	Migler	Resignation received from Cole Watson, Security. Position has been offered within to advance Janet Lund. Dr. Migler will be in Bismarck tomorrow reporting on the Emergency Operations Plan for DCB.
3. Other <ul style="list-style-type: none"> • Policy – Veteran Transition 	Brooks	<p>Click here for attachment</p> <p>A new policy for Veteran's Benefits and Transition Act of 2018 provided. This is required for compliance issues. The Policy Review committee recommended Dean's Council review.</p> <p>Motion made by Larry, seconded by Kayla to approve the policy as presented. Motion carried.</p>
4. Recognition & Celebration	All	n/r
5. Announcements	All	Val Heilman will be out of the office for 3-6 weeks for surgery.