

Dakota College at Bottineau Dean's Council - Agenda



October 5, 2020 at 8:00 am - Alumni Center

PRESENT: Dr. Migler, Kayla O'Toole, Larry Brooks, Lisa Mock, Mark LaCroix, Corey Gorder, Sandy Hageness and Guest Department Mark LaCroix, Housing

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Housing	LaCroix	<p>Mark continues monitoring campus student residents. There is one quarantine room in use with two students quarantining until they receive their COVID results. One other student on isolation. There are 123 students living on campus this year. There are 150 cable boxes that should be accounted for, after conducting an inventory there are not all accounted for.</p> <p>Maxient will go live this week. Appreciation extended to the Business Office for their help in the State Housing software. There is an upgrade going into effect November 2020.</p> <p>Discussion held on updates for ND DoH COVID-19 contact tracing. According to the Governor, individuals that have been wearing their face masks and considered a close contact will not need to self-quarantine (but they must have been wearing face masks and social distancing when exposed to the person with COVID).</p> <p>Individuals that are quarantining may leave the room and go for a walk or drive as-long-as they are alone.</p>
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	<p>Susan Indivk has accepted contract to be full time student campus nurse for the remainder of the year. Assessment day will be on Monday, October 12. There will not be any classes held that day. HLC Verification visit is October 26 and 27.</p>
b. Administrative Affairs / Business Affairs	Mock	<p>There is another round of Coronavirus relief funding, upload will be done today. This is the third round and funds will be requested for distance education funding. October 1 is the end of the quarter. Billing for federal and state dollars and sales tax will be completed this week. Federal grant reporting has been submitted to the state. Today is the financial reporting for 2020 to system office and auditors. There will be new copy machines: NSC, Library, Business Office and Student Services.</p> <p>NSC walk through conducted last week with punch-list identified.</p>

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<p>d. Distance Education Council/Distance Ed and Academic Support Services</p> <p>e. Public Affairs Council</p> <p>f. Athletics</p> <p>h. Chancellor's Cabinet / Dean's Update</p>	<p>O'Toole</p> <p>Hageness</p> <p>Gorder</p> <p>Migler</p>	<p>Kayla is scheduling interviews for the Administrative Assistant and Assistant Director for Advising and Retention. Online vendor selected for Blackboard training for faculty. Working on the online scheduling, dual credit scheduling and working with Indrani on grant submission. NASEP accreditation will be looked at later this week. Clint, Kayla and Larry will talk about CTE exploration academy to be provided virtually in Blackboard.</p> <p>Updating marketing materials and video. Film crew is on campus today. CTE center article from Dr. Shirley in the Minot paper this weekend.</p> <p>Athletics scrimmaged this weekend vs Dawson Softball. Baseball inner-squad this weekend. This week Friday VB scrimmages here vs LRSC. Gym floor will be set up the Wednesday morning of COVID testing.</p> <p>Working with JLG on the dining center. Funding doesn't appear it will go as far as anticipated. Will update the restrooms in the student center this summer with current capital project funds instead of using funds from the project. The furniture costs will be pulled from the budget funding.</p>
<p>3. Other</p> <p>a. Workload by Credit Hour</p> <p>b. Discussion regarding last week of the semester</p>	<p>Brooks</p> <p>Brooks/Migler</p>	<p>Click Here for Attachments</p> <p>Workload for faculty has been 15-16 credit hours per semester, 30-32 per academic year. The Faculty Senate recommended approving credit hours at 15 rather than having the extra floating credit. Anything over the 15 credit hour will be paid via overload.</p> <p>Moved by Kayla O'Toole, seconded by Larry Brooks to approve the Faculty Credit hour as presented. Motion carried.</p> <p>Nothing has been announced system-wide for a change in the semester schedule. Although several schools are making their own decision to adjust the academic schedule by moving finals up. Discussion held on moving the last regular week of classes up a week. All IVN class finals are scheduled for that week. This will be taken to the Faculty Senate for their review and decision.</p>

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		<p>Next Faculty Senate meeting is October 21. Larry will meet with the Department Chairs prior to the meeting.</p> <p>The advantage will be that students may stay and not go home over Thanksgiving. Suggestion made to have some thanksgiving events for students to participate in.</p>
4. Recognition & Celebration	All	n/r
5. Announcements	All	COVID testing is on Wednesday, October 7th from 9am-11am in the gym.