

Dakota College at Bottineau Dean's Council



Dean's Council - Minutes
June 18, 2019 – McMaster

Present: Larry Brooks, Kayla O'Toole, Danny Davis, Lisa Mock, Sandy Hageness and Dr. Jerry Migler

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment report for fall was reviewed. The number of applications is down slightly from last year, although the matriculated applications are higher than this time last year.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Larry shared that he received a resignation today from Leisha Lunnie, Registrar. Will start actively recruiting. He is in the process of an Academic Program Review. The English instructor position has been filled.
b. Administrative Affairs / Business Affairs	Mock	Lisa reported that the budget is due for uploading today. There are a couple of contract terms causing errors that she is working out. Overall last year's budget came through pretty well. One are that came in higher than budgeted was utilities.
c. NJCAA Mon Dak / Athletics	Davis	Dan reported that all the scholarship sports have rosters filled. He is trying to keep the FB roster numbers down. WSC AD has resigned. Trinity hired an athletic trainer who is scheduled to be on campus this fall. Reminder that the Turtle Trot is this Saturday and the Gorder Golf tournament is July 13. He will be off campus on vacation for a few weeks.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla reported that the Community Ed/College for Kids has gone well. There is a painting class today in the gym. The online classes have 215 registered students this summer compared to 170 last summer. Fall is a little ahead of schedule at this time. Kayla attended a Distance Ed conference last week. She is on the Search Committee for the Bottineau Chamber Director. They have interviewed 7 applicants and will do a second interview with the top 3.

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<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>Question was proposed regarding the May Faculty Senate meeting whereby action was taken on requiring blackboard for all faculty. She is working on SARA. Resignation has been received from Zahra Moss, Student Success Center as she has taken a faculty position in Social Science department.</p>
<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Kayla is on radio this week. Sandy is working with Larry, Dr. Migler and Lexi on the in-service agenda. Faculty in-service is the week of August 19 and staff in-service will be August 1. The Marketing Committee will preview films. Also working on updating Gainful employment information on program marketing materials with Financial Aid. There is a new Institutional Research page shared with the committee with statistical resources.</p> <p>Continue to work on resiliency funds with city of Minot. SBHE meeting and retreat will be held in Bismarck next week. Dr. Migler will be out of the office on Wednesday and Thursday. The Academic Affairs Committee met and approved the Hemp program to be on the SBHE agenda. There was an article in the Fargo Forum over the weekend about the Hemp program.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • ERM 	<p>Migler</p>	<p>The ERM threats were reviewed. There are nine of them ranging from renovations, to fund raising, enrollment budget and student loans. There were no changes recommended. Dr. Migler will submit to System Office as reviewed.</p>
<p>4. Recognition & Celebration</p>	<p>All</p>	<p>Recognition granted to Amy Koehler for an excellent Water Camp held last week. Angie B, Shubham and others involved did an excellent job for the students.</p>
<p>5. Announcements</p> <ul style="list-style-type: none"> • EOP Planning Meeting – Friday, June 21 	<p>Migler</p>	<p>EOP planning will be held Friday. Summer orientation will be held on campus Friday. Expecting 10-20 fall students attend.</p>

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