

Dakota College at Bottineau Dean's Council



December 9, 2019 at 8:00 am - Dean's Suite

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

| Topic | Responsible Party | Discussion/Outcome |
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| 1. Enrollment | Brooks | Larry provided an applications received report as of December 6, 2019 or fall 2020. |
| 2. NDUS & Campus Updates | | |
| a. Academic and Student Affairs | Brooks | Larry will be off campus tomorrow at an ASTEP meeting. |
| b. Administrative Affairs / Business Affairs | Mock | Lisa reported they are cleaning up loose ends in the Business Office. |
| d. Distance Education Council/Distance Ed. and Academic Support Services | O'Toole | There were issues with an online instructor last week. The courses are being covered by an alternative instructor. Kayla will be in Washburn presenting at the Superintendents meeting. She is also gone on Thursday for a Region II Transition meeting. A new high school will be added to the dual credit schools next fall. A Sociology instructor has been hired at Kenmare High School. She can teach via IVN. |
| e. Public Affairs Council | Hageness | MSU is renovating the hallway outside DCB's office. We are installing a TV that will have slides promoting DCB. Penny is working with IT to get this set up. ADA compliance software is being purchased to test all public facing web sites. FFA mailing list is being purchased to promote the Horticulture and Ag programs. This is a national list with over 11,000 contacts. A new software to produce professional e-mails which has reporting capabilities will be purchased by Marketing to enhance promotional materials. The NDUS compliance officer contacted us regarding an issue with outside speakers at NDUS campuses. All outside speakers not sponsored by the campus must be promoted in that manner. In |

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| <p>f. Athletics</p> <p>h. Chancellor's Cabinet / Dean's Update</p> | <p>Gorder</p> <p>Migler</p> | <p>return this prompted marketing to review the Clubs and Organizations page on the website. Language will be added to the CRU organization identifying they are not affiliated with DCB. Photography will be working with instructors this spring semester to add to the commercial photo library. Sandy is working on policies and the handbook updates to be published when spring semester begins.</p> <p>A survey asking students about adding sports will be sent out before students leave for break. There is a home Ladyjack basketball and Lumberjack hockey game this week, Wednesday – December 11.</p> <p>Coal boiler is heating campus until the other boiler is up and running. Other projects being worked on over break include:</p> <ul style="list-style-type: none"> • dorm bathrooms, • football building to move Dan's office there, • healthy floors in locker rooms, • benches in lock room to be restained/varnished, • team room floor to be repaired with new flooring. <p>Office needs assessment will be conducted this spring so renovations can be completed over the summer. Sheriff Watson and officers were invited to visit the greenhouse to identify and review paperwork for the hemp plants. Dan Nostdahl will be on campus tomorrow to review Student Center conceptual drawings. We will be submitting a RFP for an architect for the Student Center project.</p> |
| <p>3. Other</p> <p>a. Online Seat Time Policy</p> | <p>O'Toole</p> | <p>Reviewed the policy as provided. Moved by Lisa, seconded by Corey Gorder to approve the Online Seat Time policy as presented. Motion carried.</p> |

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| | | Click Here for Attachments |
| 4. Recognition & Celebration | All | n/r |
| 5. Announcements | All | Honors Symposium is Tuesday, December 10 th at 5:00 pm. |