

Dakota College at Bottineau

Dean's Council - Agenda



September 1, 2020 at 8:00 am - Alumni Center

Present: Dr. Migler, Kayla O'Toole, Corey Gorder, Larry Brooks, Sandy Hageness and Guest Department Darrell Waters, Physical Plant

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Physical Plant	Waters	<p>Darrell provided an update on the summer project list.</p> <ul style="list-style-type: none"> • Paving completed in west side of parking lot (by Molberg). • Two dorm rooms in Mead received new ceilings and new carpet. • Gross Hall showers have been updated. Gross hall has replaced tile and put in carpet in a room previously used for storage – now a student room. • Amy Koehler's office was painted this summer in Molberg. • NSC is progressing with HVAC update. • Physical plant office moved to Arntzen. • Boiler replaced and completing installation with a valve replacement as recommended by boiler inspector. • UNESCO project has wrapped up. There will be some training from Johnson Controls for Jamie and Howard. • Part time Custodial position open. Also hiring student workers in custodial services. • Some sidewalk sections have been replaced. • The former football building renovated into photo classroom and baseball locker room. • New Baseball crowd's nest. • Gym floor resurfaced • 8 sheets of plexi glass installed throughout campus. <p>Discussion held on replacing all the master key access throughout campus as a grand master key has been stolen. This would be a major undertaking as a new code would need to be created. A rough estimate would be \$50,000-\$100,000 to re-key the entire campus lock system.</p>

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2. Enrollment	Brooks	Headcount is up to 884, with the fulltime enrollment numbers down from last year. There remains to enter the FBM applications and a little over 130 dual credit applications left to enter.
3. NDUS & Campus Updates a. Academic and Student Affairs b. Administrative Affairs / Business Affairs d. Distance Education Council/Distance Ed and Academic Support Services e. Public Affairs Council	Brooks Mock O'Toole Hageness	<p>Larry completed a comprehensive local needs assessment report for ND CTE which was due yesterday. He has an AAC meeting on Wednesday this week. Maxient training has gone well with the third training session scheduled for next week.</p> <p>KMOT would like to do a story on the campus fall opening this week. Dr. Migler, Larry an International student and instructor will be available for the interview. Larry will be off campus this Friday.</p> <p>Lisa is working on the Federal grant for Carl Perkins. All other CTE State Grants have been approved. The IBAR budget was submitted yesterday as well. The Business Office is working through issues with housing charges not coming through the billing system. The Bookstore is very busy as she is trying to order all of the books and dual credit orders have been busier than usual. Lisa requested review of the key policy as it's been identified that it has not been followed.</p> <p>Kayla reported that the online enrollment has significantly increased. There are currently 548 students enrolled taking at least one online class compared to 445 last year. There are 1047 classes being taken compared to this time last year which was 860. Dual Credit students will be receiving face masks as DCB students. She has been dealing with complaints from DC parents on costs of books. She identified that she will be adding it to the enrollment form next admission time. There are 306 students in the system with 135 left to enroll and she still has a few other high schools left to receive. If all comes in as expected there will be 441 dual credit students this fall. Kayla is working on the SARA policy changes as she has a webinar coming up. She also has a Blackboard user group meeting.</p> <p>Working with the State FBM group on a marketing campaign. Also planning the 2020-21 campus campaign. Setting up promos for COVID testing which is scheduled for Friday, September 4th on campus.</p>

