

Dakota College at Bottineau

Dean's Council

Dean's Council Minutes

February 4, 2020 at 8:00 am - Dean's Suite



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

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	<p>Larry provided the fall 2020 applications received as of January 31, 2020. Resident applications are at 52 and non-resident applications are at 33.</p> <p>Headcount enrollment for spring is at 893 with 315 full time enrollment.</p>
2. Department Guest	Brad Gangl, IT	<p>Brad provided an update for IT. They are doing upgrades to the polycom software. There have been a few issues with some units with different versions. There is an issue in the IVN rooms when streaming services, i.e. Netflix. Appears it may be an issue with the Crestron systems. If this continues to be an issue, IT will look at replacing laptops with desk top systems.</p> <p>Working on alarm system in Molberg. There is an issue with the phone line voltage that goes through the line. United Telephone will be on campus today to troubleshoot.</p> <p>Looking at updating the campus phone systems to IP phones. We have not able to install all of the upgrades due to the age of the phones. In that case we would have to buy and install up to 50 phones to conduct the upgrade. UTMA's estimate for the IP system is \$7,131.46. The college would also need to purchase about 50 new phones at a separate cost of \$6,500. Due to the age of the computer that is currently used to run the phone system, it may be necessary to purchase a new server. Recommendation is made to upgrade this summer as to not disrupt daily business. There are 179 lines on campus (85 digital and the rest are analog which also includes fax machines, alarm systems). We would need to maintain the analog equipment. With IP phones there is no cost to call long distance.</p>

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<p>3. NDUS & Campus Updates a. Academic and Student Affairs</p>	<p>Brooks</p>	<p>Last week Larry was at the CTE Director's meeting in Bismarck. The Executive Director of the State Electrical Board presented. They have \$4 million to spend on education and recruiting electricians. If we want to have an electrical course in a program, they would help to set it up.</p> <p>The state will be doing a super conference next year instead of the typical teacher's convention, administrators and counselors conference. They will put all of these into one conference and refer to it as a super conference.</p> <p>There is a new virtual reality machine called Anatomage. It can do virtual dissections, etc. It's the newest thing when studying anatomy.</p> <p>Tomorrow Indrani will submit the SPECA grant for the ag program. This will be used to overhaul all courses, and enhance them, also to purchase shared equipment among the sites within the consortium.</p> <p>Floral design and Greenhouse Technology program will be presented at the State Academic Council meeting to change the name to Horticulture.</p> <p>Aquaponics and Specialty Crops would then become sub-programs under Horticulture. Mayville State will be providing an online agri-business bachelor's degree. Larry will attend the Student Affairs Council meeting on Thursday and will be in Minot on Friday. Center for Distance Ed (CDE) have been their own entity and now they are under the Department of CTE. They want to offer dual credit state-wide and broker the online credit through Mayville State University. The NDUS colleges and universities offering dual credit courses are very concerned with this proposal and will be working to have it changed.</p>
<p>b. Administrative Affairs / Business Affairs</p>	<p>Mock</p>	<p>Business Office drew down the Federal financial aid which was just under \$1.6 million. Lisa Anderson is on medical leave. Judy is working half days for medical. There may be a lapse in payment vouchers during Lisa's absence.</p> <p>The Game and Fish grant is complete, the final billing was last week. Working with Holly on quarterly reporting for grants. Last week the committee reviewed architect RFQ's. They have narrowed it down to four. Notifications were made to the architects yesterday. Lisa is working on budget materials. She will be reviewing the departments with budget projects and grant fundng. She has set up a fund for the Hometown Career scholarship.</p>

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<p>d. Distance Education Council/Distance Ed. and Academic Support Services</p>	<p>O'Toole</p>	<p>The Search Committee is interviewing applicants for the Academic Coordinator position this week. Kayla and Jackie attended a guest speaker at MSU on disability services last week. The Online – Blackboard contract has been renewed for another five years. Kayla provided an informational report for fall online enrollment. Between Kayla and JC they attended the superintendent and principal conferences. This was an expensive conference with not a lot of face time at the booth with attendees. There are a few dual credit students left to enroll for spring. She is planning on doing a high school meet and greet tour which includes faculty and distance ed representation. Will be in Minot for NCEC meeting and will take information about scholarship. Kayla will be in Grand Forks Friday and Saturday and then Bismarck at counselor convention, back in office next Wednesday.</p>
<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>Working on promotional pieces and scholarship promotions.</p>
<p>f. Athletics</p>	<p>Gorder</p>	<p>Gym floor contract signed. It is scheduled to start the Monday after graduation and should take approximately 3 weeks to complete. Dr. Migler and Corey met with folks at the high school yesterday to keep schools up to date on activities. Corey shared that he had some eligibility issues last week, looks like they are getting taken care of.</p>
<p>h. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Dr. Migler shared that the SBHE approved the first reading on waivers. It is generating controversy as to whether or not this should be adopted. This would allow schools to have the ability to make exceptions. Currently the procedure allows schools to make the decision while the policy doesn't. UNESCO was here last week. They are working on controls; replacing thermostats and controls on heating units. The goal is to create heating efficiencies. Darin King, NDUS CIO will be here this week to visit with us on the tuition model calculation issues for DCB within PeopleSoft.</p>

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		The high school is pursuing a literacy grant. They would like DCB to support the grant by involving the para-education and early childhood education classes whereby providing a paid internship for our students.
<p>4. Other</p> <ul style="list-style-type: none"> Women's Hockey 	Migler/ Gorder	Dr. Migler and Corey have been looking into starting a women's hockey program in fall 2020. There is local interest and MSU gave us a list of possible recruits that could be contacted. After looking into costs for start-up, it looks achievable. Men's hockey team budget is \$85,000 a year. They would like to have 20 on the roster to start fall 2020 and it would be a probationary year. The Dean's Council is in favor of moving forward with women's hockey for the 2020-2021 season.
5. Recognition & Celebration	All	LEAP mentioned at the State of the State Address by the Governor
<p>6. Announcements</p> <ul style="list-style-type: none"> Campus Forum - February 5, 2020 	All	Forum agenda discussed. Will be held Wednesday February 5 at 3:00 pm in the Alumni Center.