

Dakota College at Bottineau

Dean's Council

Dean's Council Minutes
January 28, 2020 at 8:00 am, Dean's Suite



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

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment continues to look good for fall 2020.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	<p>Larry shared he is starting a search for photography instructor to replace Clint Saunders.</p> <p>Larry will be in Bismarck on Wednesday and Thursday this week for CTE meeting. Center for Distance Ed is considering Mayville State to handle all of the online dual credit courses in the state.</p> <p>There are a few student probation issues Larry is working on.</p>
b. Administrative Affairs / Business Affairs	Mock	<p>Lisa has been gathering RFP's for dining center architect proposals. There are 8 firms interested. The committee will choose a minimum of 3 from the submissions to interview for the project.</p> <p>The Business Office is working on student financial aid. They need to assure everything is posted on student accounts accurately. Minot cut student checks yesterday. According to NDUS policy checks need to be cut by fee payment day.</p> <p>The financial indicators are complete. DCB's financial level is 3.22 and 3.84 which are good numbers. They looked at financials in a few different ways, with Foundation and without, with pension and without.</p> <p>Lisa Anderson will be out for two-three weeks on medical leave. Judy will be out part time for medical leave as well.</p> <p>Lisa is working on the budget roll-out this week</p>
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla is hiring for the academic skills representative. There are only two applicants so far.

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<p>e. Public Affairs Council</p>	<p>Hageness</p>	<p>JC attended superintendent conference in Bismarck this week to promote DCB dual credit. Kayla will be attending principal conference in Bismarck this week.</p> <p>There are 267 dual credit students registered with about 30 more left to enroll, goal is 300 for spring enrollment.</p> <p>Kayla is working on getting a faculty liaison process in place for NASAP with a small ad hoc committee. She added two new members to the NASAP committee, JC and Lexi.</p> <p>Monday afternoon Kayla is attending a presentation at MSU about disability services.</p> <p>Community Ed presentation will be held today at noon; Images Across America by Clint Saunders.</p> <p>Looking at adding an additional option for LEAP which offers high school students to receive their associate degree. Committee is working on name for the program and then they will promote it.</p>
<p>f. Athletics</p>	<p>Gorder</p>	<p>Promo information for the Hometown Career Scholarship shared. Ads will be placed on local radio stations, promoted at home games, social media, direct mail letters and email to area students.</p> <p>Working on cleaning up the office. Athletic survey results from students and faculty, staff were reviewed. As women's hockey is the sport most likely supported from the survey, Dr. Migler and Corey will meet to discuss the process for possible implementation at DCB.</p>
<p>g. Foundation</p>	<p>Stevens</p>	<p>Leslie shared information about events coming up. Taco in a bag will be served at Jack Pack night and again Thursday for faculty and staff over noon. The father daughter dance is the afternoon of February 9. Trip raffle is scheduled for April 4.</p> <p>They are actively looking for hall of fame nominations.</p> <p>In addition, looking for interesting alums to feature on the Foundation web site and also in the next magazine.</p>

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<p>h. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>The capital campaign has had two good meetings with potential donors.</p> <p>SBHE meeting will be held this morning via conference call. One of the agenda items is a change in policy so that we have the option of waiving application fees.</p>
<p>3. Other</p> <ul style="list-style-type: none"> • Chamber – Business After Hours 	<p>Migler</p>	<p>Recommendation made to combine an open house with business after-hours with the Chamber during Earth Day / Arbor Day activities. Will contact the Chamber to support the event.</p>
<p>4. Recognition & Celebration</p>	<p>All</p>	<p>n/r</p>
<p>5. Announcements</p> <ul style="list-style-type: none"> • Campus Forum - February 4, 2020 	<p>All</p>	<p>Forum is scheduled for next week, February 4 at 3:00 pm in the Alumni Center</p>