

# Dakota College at Bottineau Dean's Council - Agenda



January 12, 2021, 8:00 am - Alumni Center

PRESENT: Dr. Jerry Migler, Larry Brooks, Kayla O'Toole, Laura Halvorson, Sandy Hageness, Lisa Mock, Corey Gorder and Guest  
Department Laura Halvorson

Topic	Responsible Party	Discussion/Outcome
1. Guest Department – Title IX, Retention, Student Senate	Halvorson	<p>Laura reported that the Title IX appeal process was reviewed due to a clarification update at the Federal system level. In review of the DCB Title IX policy, the process is in place. Title IX training will be required for all full-time employees. Please encourage departments to complete the training as it is mandatory. Notice for training will come from Safe Colleges, Laura will send a message prior.</p> <p>The DCB MOU with the Bottineau County Sheriff's department was reviewed and added the hockey arena to the list monitored by local law enforcement.</p> <p>The System is seeing an overall decrease in investigations with the new regulations. It is believed this is due to reports going to a live hearing when there is an investigation.</p> <p>Student Senate activity has been fairly quiet. They did an event in the fall, although participation was lower than expected. Another activity was not planned in late fall due to COVID. The Senate would like to plan something on campus for spring. The Senate is reviewing the Student Handbook so it is ready to go in the fall of 2021. Dr. Migler will attend the next meeting to provide an update on the dining center.</p> <p>Student Success Center has been busy with advising students.</p>
2. Enrollment	Brooks	<p>Larry distributed the fall 2021 applications received report. Apps are down from last few years. An enrollment group is meeting every other week to collaborate on metrics and activities for enrollment.</p> <p>Off campus (Bridges and Passport) enrollment report was run and compared from last spring to this spring. Last spring there were 111</p>

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		students enrolled collaboratively and this spring 121. This is due to a higher enrollment on VCSU campus for developmental math.
3. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	<p>There are adjustments made this first week of the semester to assure classrooms are within capacity. Craig's last day is Friday. April will fill in as the Access Officer. Val and Bridget will take on the additional responsibilities until a new Registrar is hired. There are 6 applicants so far.</p> <p>Students who didn't meet the 2.0 GPA therefore forfeiting spring scholarships were reviewed.</p> <p>There is a faculty member that will be quarantined due to close contact. Testing will be conducted to follow-up.</p> <p>Larry will set up a meeting will be set up with April to review primary access roles for faculty and staff.</p>
b. Administrative Affairs / Business Affairs	Mock	<p>Lisa shared that she finished a capital project and extraordinary repair request for the system office. The quarterly capital project report is due this Friday. She has completed and printed 1099s. Coronavirus Relief Fund (CRF) reporting prepared to submit to the Governor. The deadline to spend funding was extended to December 2021.</p> <p>GERF funding report completed last week. State auditor's office in process of auditing the CARES funding. Lisa is working with April to complete the audit.</p> <p>Today she will meet with the ND Loss Control committee, representing DCB on committee. Janet Lund will attend to carry-out DCB representation on the committee as it is a good fit for security.</p> <p>Working on Composite Financial Indicator (CFI) - due January 18. This will provide us with our financial health and viability. It is assumed the bonding committee will also be interested in this indicator.</p> <p>DCB Financial statements were completed last week and are posted on the NDUS Website. CARES act funding report is due the end of the month.</p> <p>Sales-tax is due the end of the month. Final draws for TRiO will be wrapped</p>

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<p>c. Distance Education Council/Distance Ed and Academic Support Services</p>	<p>O'Toole</p>	<p>up with the next payroll. Lisa has updated the audit findings. There a few open that will be reviewed and accounted for with the SBHE audit committee. She will start the advertising for Knudson bathroom renovation bids.</p> <p>Kayla reported that classes begin today. They are watching to assure all classes transferred over to Blackboard appropriately. Last week Kayla sent out information on how Ally works to all faculty and students. Dual Credit had an enrollment last spring of 289. As of yesterday, enrollment is at 265 with about 100 more left to enter. She is running into classes filling up.</p> <p>Kayla is working on Institutional effectiveness committee – getting data for review.</p>
<p>d. Public Affairs Council</p>	<p>Hageness</p>	<p>News release have been sent out with a story about an IT student in the Minot program. This week's release will focus on the photography department; virtual presentations, travel abroad and high school photo contest. Working with Photography to pull together CTE pictures for February which is CTE Month. Stories will be submitted and radio interviews conducted with the CTE departments. Streaming advertisement will be carried through January as it was not completed as promised from the agency. Pulling out the audio from the video clips to match the message via digital promotions on the local radio stations.</p>
<p>e. Athletics</p>	<p>Gorder</p>	<p>Corey reported that the Park Board met last night and they increased the hockey arena capacity to 350. MONDAK provided a COVID protocol for campuses to follow. The gym capacity is at 25%, which is roughly 125 spectators to be allowed for games. The first set of games starts next week, January 22.</p> <p>Athletes will receive weekly Binax testing and participate in PCR testing when available.</p>

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<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>Discussion held on whether to collect admission or take game admission as a loss this year, providing more safety to staff. Suggestion was made to provide tickets to students, athlete families and boosters first and then others if any remain. This offering worked well for last weekend's hockey games. Suggestion made to include the Foundation office to help distribute to Logrollers.</p> <p>Dr. Migler reported there was a major steam leak over the weekend between the heating plant and Nelson Science Center. In an attempt to repair it, a fiber line was cut. The steam leak and fiber have been temporarily fixed. Full repair will need to be made this summer. There were no detection markers set for fiber lines, therefore did not trigger location detectors.</p> <p>FBM position applications are being reviewed by the FBM instructors to determine if interviews will be offered.</p> <p>Reminder, the theft, fraud, code of conduct training is required to be completed by employees.</p> <p>Minot CTE center discussions continue. \$3.5 million is locked in. There is the possibility that additional significant state funds could be made available through the legislature for CTE centers, in addition to the funds currently available from the City of Minot. As not to lose focus, recommendation was made to continue as planned, adding an additional structure to the project later.</p> <p>Dr. Migler and Dr. Shirley meet with the Senate Appropriations committee next week on Monday.</p>
<p>4. Other a. Optional Testing Proposal</p>	<p>Brooks</p>	<p><a href="#">Click here for attachment</a></p> <p>Larry reported that the Academic and Student Affairs council met last week. NDSU and UND are proposing to change ACT scores as an optional metric</p>

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		<p>for the four-year university admission requirement. They are proposing the admission requirement be based on high school GPA's and core courses. The concern is that if this is approved, four-year universities will become open enrollment. This proposal will be discussed in February at the Council level. Out of concern, Larry will identify with the other two-year colleges to see what their take is on the proposal.</p>
5. Recognition & Celebration	All	<p>Had a few students that had to retake FYE yesterday and new student orientation went well. Beth and Bridget did a great job.</p>
6. Announcements a. Campus Forum – Wednesday at 3pm	All	<p>The Campus Forum is tomorrow. Corey will provide his report to one of the other coaches as he will be off campus. There is a blood drive today. COVID-19 testing tomorrow.</p>