

Dakota College at Bottineau Dean's Council

February 6, 2018 at 8:00 am

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

Minutes

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	The Fall 2018 Applications Received as of February 5 report provided. The number of applications received and application fee paid is up from respective years: 72 as of February 5, 2018. 118 have applied and 10 matriculated.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Last Friday Larry & Penny from Minot Passport program met with Burdick Job Corp to discuss the thread of degree offerings: certification of completion, certificate and associate degree offerings. They will meet again to finalize a proposal that will go to the National Job Corp. Larry will be attending a Cyber Security tabletop discussion in Bismarck tomorrow with Dr. Migler, Darrell, Lisa and Brad. Larry and financial aid are researching opportunities to share services with LRSC.
b. Administrative Affairs / Business Affairs	Mock	Lisa is working on the room and board rate and tuition models. She will have her first budget meeting this week. It will be with photography.
c. NJCAA Mon Dak / Athletics	Davis	Dan shared that hockey went 2-2 last week. Will be at WSC this Thursday and then Montana State over the weekend. Women's BB is 0-2 last week. They had a win with BSC last night and play United Tribes on Thursday. If they win, DCB will host regionals. Coach Johnson signed a player from Turtle Mountain who also plays softball. She has a cousin that is interested in coming too. Mike has a couple others interested in softball from Las Vegas. Cheyenne, new hire for VB and SB will be here on the 15 th . She has a visiting athlete on 16 th .

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regardless the number of credits taken. We will propose to align on-line courses within the flat rate tuition model. In addition, we will propose to maintain the program fee currently assessed for the nursing program due to the nature of the high cost to run the program. Dr. Migler reviewed the residency formula for ND (1.0), MN (as per reciprocity agreement – 1.12), out-of-state residents and the CA provinces of MB and SK which should be no lower than 1.2 and International students (other than the MB and SK), no lower than 1.75. ND – 1.0, MN – 1.12, Contiguous – 1.25, MHEC & WUE – 1.5, non-resident – 1.5, International 1.75.

The preliminary information on fees, including room and board will be turned in the end of the week. DCB wellness fee is \$7.50 per FT student / semester about .63/credit. Discussion held no raising the fee. Fees may be increased, provided we don't go over 1% of our per credit fees which is up to \$34.69 for both semesters. If we find there is a need to raise the fees more than 1% of our per credit fees, a proposal must go to the SBHE. Upon discussion, it was recommended to increase DCB wellness fees which currently generates \$4000-4500 a year. Fees are not keeping up with expenses or improvements for the wellness area. Tuition will take a 4% increase – fall of 2019. Proposing to increase to \$9, which would generate about \$5,000/year. This would help get a replacement piece or two of equipment and maintenance of machines. \$10 would generate about \$5600/year. Decision made to increase wellness fees to \$10, which is an increase of \$2.50/year per student. The Technology and Student fees will stay the same.

Room and board will increase by 3% due to Sodexo increase. Current \$38.25/ 7 day 15 meal plan. The increase will be \$39.44 / 7 day 15 meal plan which is a 3.14% increase.

Room rates has an inflationary increase of 2% built in. We will be going to a no charge laundry system, purchasing 3 commercial machines and place them in Mead. Brings rate up another 2.5% and increases rates by over 4% overall.

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		Discussion held on facilities upkeep, cleaning, etc. There is a proposal from AFS being reviewed which could have essential changes with duties, hours, etc. for Physical Plant.
4. Recognition & Celebration	All	<p>Dr. Migler and Lisa have been working on how to provide a one-time stipend to all full time faculty and staff. They would like to announce it at next week's Forum - February 15.</p> <p>The Administrative Council had discussed the ability to grant raises based on a performance appraisal. May be able to build in merit increases to wages that have a performance component to them. If there is enough savings over time, we can do the increase or show over next biennium how it can be justified within the budget. This will need to incorporate into the budget summary, as we will have to show where the money came from in order to do provide an increase.</p>
5. Announcements	All	NASA space grant \$7000 awarded.