

Dakota College at Bottineau Dean's Council



January 29, 2019 - Dean's Suite

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

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Enrollment report for fall distributed. Fall 2019 apps received falling short from last week.
2. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	Larry shared that he is starting to work on the 2019-2020 class schedule. Faculty received class list and have been asked to provide updates. NITC is doing a skype meeting tomorrow to discuss class schedules. A collaborative meeting will be on Friday to finalize class schedules. The weather has been extremely cold. A concern with holding evening classes was discussed due to the cold weather. There are two evening classes right now and it was decided to allow the instructors make the call whether to cancel.
b. Administrative Affairs / Business Affairs	Mock	1099's went out yesterday, 1098T's will go out by the end of the week. Finished the composite financial indicators. There were six different financial scenarios, HLC will determine which one they want presented. Sales tax will be done today. A lot of the quarterly billing on the grants has been done. Pulled down a lot of financial aid recently to apply to accounts.
c. NJCAA Mon Dak / Athletics	Davis	Dan shared outcomes of the games recently. Women's BB won vs TMCC last week and lost to Miles Community College. Last night they lost by one point to WSC. Men's BB lost by one point to Miles, last night lost to WSC by about 20 points. Hockey defeated CO state over the weekend at home. Were 10 th last week, may still have a shot at making the regional playoffs. Supposed to go to WSC tomorrow night, if classes canceled may revisit a reschedule of the game. Game vs NDSU this Friday night and Saturday games at home. Roger Mitchell resigned last week. Softball opens this weekend at the MSU bubble, two games on Saturday and two games on Sunday.

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<ul style="list-style-type: none"> • Mail Services 	Migler	<p>Dr. Migler reviewed DCB's Emergency Risk Management Response objectives at the meeting. Through the review, updates were made through discussion.</p> <p>Mail, copy paper, package delivery processes have been revamped through the Business Office and Physical Plant. Changes will be effective February 15. This will streamline processes and will make Physical Plant more efficient. It does not pull Physical Plant staff from the middle of a project, and will reduce down time and associated costs .</p> <p>In addition, Physical Plant will be implementing FAMIS later this spring or early summer. FAMIS is a tracking system for work orders. Currently, five NDUS campuses are using it and the system will add users once the new version has been installed on the cloud. We will have to wait until the new version is up and running before we have access to it.</p>
4. Recognition & Celebration	All	Persistence and Completion academy complete
5. Announcements	All	<p>Forum is this Wednesday at 3pm. If Kayla goes to Bismarck, she will not be able to attend. There are a few additional updates; Nathan on Persistence Academy and Zahra with a Student Success Center update.</p> <p>Will watch weather calls in the area and make decision on whether to close.</p>