

# Dakota College at Bottineau Dean's Council - Weekly Team Meeting



**DATE:** December 8 at 8:00 am – McMaster

**Meeting Objectives:** To conduct the business of the campus

## Meeting Agenda

Topic	Responsible Party	Discussion/Outcome
<b>1. Enrollment</b>	Davis	Spring semester enrollment numbers are not available at this time.
<b>2. NDUS &amp; Campus Reports</b>		
<b>a. Academic Affairs</b>	Brooks	Honor Symposium is at 5pm tonight. Five students will be presenting. Faculty Senate will hold their December meeting tomorrow. One item on the agenda is alternative-GERDA NDCC has received a proposal from DCB for funding. Next week DCB will be meeting with Bremer Foundation reps in Minot for the nursing site. New course proposal is being made to accept finite math in lieu of college algebra.
<b>b. Student Affairs</b>	Davis	There was a Joint SA/AA meeting last week – the common application is about a year away. Hobsons will be used one more year. Play last week, “12 Angry Jurors” went well. Next week is finals week.
<b>c. Administrative Affairs / Business Affairs</b>	Pfeifer	Admin Affairs met last week – there are data inconsistencies between campuses on the mandatory charges for audited courses. Some were recording mandatory fees and some were not. EPA compliance in process, the boiler emissions test was conducted. Will receive a report from the compliance test. Bills were sent out for fall semester; still several large outstanding balance. Students cannot register until bills are paid
<b>d. NJCAA Mon-Dak / Athletics</b>	Colvin	There will be a meeting in January about hockey's future as a NJCAA sport due to the lack of teams.
<b>e. Chancellor's Cabinet / Dean's Update</b>	Migler	Dr. Migler shared the items on the Chancellor's agenda.

<p><b>f. Distance Education Council / Learning Center</b></p>	<p>O'Toole</p>	<p>Dual Credit applications are coming in. BHS has about ten applications so far. Working through the end of the Apple Grant. Jason is working on the spring community ed schedule. Students are coming in for assistance with final papers. On-line students who didn't finish degree tracking are being contacted by the Learning Center.</p>
<p><b>g. Public Affairs Council / Marketing</b></p>	<p>Hageness</p>	<p>Met with MSU Marketing and Publication departments last week. There is opportunity for DCB to use the Publication services at MSU. There is no charge for creative design. The cost of the printing is run through fund accounts. Expenses for printing are estimated before print job is complete.</p>
<p><b>3. Other</b></p> <p><b>a. New and Transfer Students (attachment)</b></p> <p><b>b. State budget shortfall</b> - Discussion at campus meetings</p> <p><b>c. TRIO update – staffing and facilities</b></p> <p><b>d. NCEC update</b></p> <p><b>e. Shared services discussions at 2-yr colleges</b> - Audit and LMS</p>	<p>Brooks</p> <p>Migler</p> <p>Migler/Brooks</p> <p>Migler/Pfeifer</p> <p>Migler</p>	<p>The headcount for HS enrollment in colleges was provided for review. This includes dual credit, beginning freshman, transfer, collaborative and developmental student numbers.</p> <p>Chancellor's cabinet item identifies that we will need to plan for a 2.5% budget reallocation. This will be applied on all state dollars, not on local funds. Our budget of \$8.7 mill will have an impact of approximately \$217,000 over 2 years. This will affect the NSC project by approximately \$27,000.</p> <p>Trio – progress is being made. Director hired, finalizing paper work this week. The position has been offered and it is anticipated they will begin January 1, 2016. Academic Counselor position has been offered. Anticipated start date the early part of January, 2015. The Admin support and one Counselor position remains unfilled at this point. It has been decided to locate the TRIO folks in the Learning Center. This will displace the Community Ed coordinator.</p> <p>NCEC moved from Arntzen bldg. to a building owned by the city. Arntzen will provide space for adjunct and community education functions of DCB. This also eliminates a monthly rental income of \$500. NCEC has requested to continue to use some of DCB's services. An MOU is being negotiated.</p> <p>Conversations continue through NDUS on shared services. The 2 year colleges are working on a proposal to hire an auditor to be shared by the 5 campuses. Budget implication is that DCB is</p>

<p><b>f. Title IX Training dates</b></p> <p><b>Other: - Welcome Back, Spring Semester</b></p>	<p>Migler</p>	<p>responsible for 8% of the cost. Also LMS – shared request proposal to be expected.</p> <p>Title IX – training dates need to be determined (Lisa Dooley, MSU)</p> <p>Discussion held on an opportunity to hold a Welcome Back-Faculty or the Spring Semester.</p>
<p><b>4. Recognition / Celebrations</b></p>	<p>All</p>	<p>The play went well  Caroling had good participation  Rushing Defense recognition for DCB</p>
<p><b>5. Announcements</b></p>	<p>All</p>	<p>N/A</p>