

# Dakota College at Bottineau Dean's Council



**June 11, 2019  
Dean's Suite**

## AGENDA

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	Applications are down a little from last year but on track from two years back. There are more applications matriculated compared to the same time last year.
2. NDUS & Campus Updates		
a. Academic and Student Affairs	Brooks	Larry was not available to report. The academic positions that have been filled include English, Botany and Social Science instructors. The Ag instructor applicants are being reviewed and interviews to be scheduled.
b. Administrative Affairs / Business Affairs	Mock	Lisa shared that the budget is scheduled to be uploaded next Tuesday. Therefore, she will be in Minot within the next week-two weeks for budget review. The dollars from the UND Sim grant came in for nursing at \$59,000. In process of closing out the CTE grants and managing the WSC and Nueta-Sahnish-Hidatsa grant for which DCB will receive 5% for administrative fees. An alpha payroll listing for contracts was shared. Dr. Migler, Lisa and Sandy will meet with Vonda to review the contract process for 2019/2020.
c. NJCAA Mon Dak / Athletics	Davis	Dan reported that the FB staff positions have been finalized. Congratulations to Kassidy Cunningham for being a 2 <sup>nd</sup> team selection – Softball/NJCAA. The Women's BB and VB Teams have a 3.3 GPA or higher which qualifies them for the All-Academic Team with NJCAA.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Kayla was not available to report.
e. Public Affairs Council	Hageness	The DCB app will be updated to a new vendor due to the unavoidably of it through Android and the increase in publication fees with the company. A new vendor has been selected which

# Dakota College at Bottineau Dean's Council



<p>f. Chancellor's Cabinet / Dean's Update</p>	<p>Migler</p>	<p>allows DCB to design it and use a separate platform to publish the app. The cost is considerably less at \$600/year. Marketing committee is reviewing campus branding on the buildings. A walk through conducted yesterday, waiting for review with estimate from Northern Exposure Signs. Working with Financial Aid on "Gainful Employment" requirements. Also, laying out the website mapping to identify departments/individuals to keep pages up to date. Tracking "How did you hear about us" on the student applications. Appears the social media responses have increased over the last two years. Also, identified that students are taking their leads from adults; i.e. parents, teachers, counselors. The Employee Handbook has been updated. Once it is published on the website, an e-mail will be distributed with the changes. Goals and Priorities have changed for DCB and signing will be updated accordingly. Water Camp starts today, through Wednesday on Campus.</p> <p>SBHE meeting held last week. Board selected an interim President for UND. There is a Freedom of Speech policy for students that will need to go into effect by August. ECH-Horticulture did a nice presentation for the program at the SBHE meeting. WSC also presented on their advising model. Dr. Migler was able to get a sample manual to share with DCB's advising group. Cole Watson attended Title IX training. He has visited with Dr. Migler on incorporating a few new processes. Hobsons training will be available on campus for Advisors, Counselors and Student Services. Healthy floors in Thatcher hall should be complete within the next few weeks. Food service RFP review conducted. Negotiation meeting will be scheduled with Sodexo representatives. NDACTE has selected Trinity as one of two businesses across the state to receive the ND Association of CTE Impact Awards.</p>
--	---------------	---

## Dakota College at Bottineau Dean's Council



<p>3. Other</p> <ul style="list-style-type: none"> <li>• Planning for 2019-2020 contracts</li> </ul>	Migler	Discussion held on offering 2019-2020 contracts. Dr. Migler will meet with Vonda, Sandy and Lisa to determine the timing and process. The increase is \$120/month or 2%, whichever is higher.
4. Recognition & Celebration	All	Kassidy Cunningham – 2 <sup>nd</sup> Team Softball Selection NJCAA
5. Announcements	All	Water Camp this week Bottineau County Fair this week – several staff helping out.