

# Dakota College at Bottineau Dean's Council



**DATE: July 19 at 8:00 am - McMaster**

**PRESENT: Laura Pfeifer, Larry Brooks, Danny Davis, Jerry Migler, Kayla O'Toole and Sandy Hageness**

Meeting Agenda - Topic	Responsible Party	Discussion/Outcome
<b>1. Enrollment</b>	Davis	Enrollment 14 – new registration yesterday
<b>2. NDUS &amp; Campus Reports</b>		
<b>a. Academic Affairs</b>	Brooks	There is an AAC-SAC joint meeting tomorrow. Wildlife Instructor applicant interviews in process. Joy Smith, Bridges Coordinator has resigned. Looking to fill this position at part time.
<b>b. Student Affairs</b>	Davis	Enrollment numbers are looking good for the nursing program. Housing, etc. Rep going to VCSU for nursing registration day.
<b>c. Administrative Affairs / Business Affairs</b>	Pfeifer	Laura is working on year-end reports. She announced her resignation. Her last day will be July 29, 2016. A special session will be held on budget at the state level. Biennium budget needs to be submitted by August 15.
<b>d. NJCAA Mon Dak / Athletics</b>	Migler	Completed AD interview process with four applicants. Search Committee was made up of Brooks, Lemon and Dennis Lagasse. Position offered to Dan Davis and was accepted.
<b>e. Chancellor's Cabinet / Dean's Update</b>	Migler	Dr. Migler provided a Chancellor's Meeting Update. The budget discussion took up a majority of the Chancellor's meeting. Conversations are being held to prepare for the special legislative session in August. This session will be held to discuss budget situation. There may be some contingency with the NSC project (approximately \$13,000). If the decision is made to initiate a 2.5% budget allotment, DCB would need to find approximately \$215,000 in savings. Dr. Migler stressed that It is important for DCB to identify any savings in combining duties as positions are vacated.

<p><b>f. Distance Education Council/Distance Ed. and Academic Support Services</b></p> <p><b>g. Public Affairs Council / Marketing</b></p>	<p>O'Toole</p> <p>Hageness</p>	<p>The Envision project continues, looking for input from several of the committees. Also, the Chancellor's Cabinet Committees continue to work on several key issues, including:</p> <ul style="list-style-type: none"> <li>• Tuition (new model to start fall of 2017 – modifications in process, based on a per credit tuition)</li> <li>• Shared Services (conversations continue to find efficiencies within the system)</li> <li>• Retention (student retention &amp; graduation success)</li> </ul> <p>Kayla has moved her office to second floor of Thatcher, Room 203. Heidi Hall has submitted her resignation. Thursday is her last day. There will be a small farewell on Thursday in Student Success Center. Kayla attended DE Summit the first part of July. Topics included instructional design, data trends in ND, Open Ed Resources, Quality Matters-Online Learning, CTE Updates on New Tech. She will be gone this Wednesday afternoon for NCEC meeting and then Blackboard in Bismarck on Thursday.</p> <p>PAC meeting will be held in Bismarck next week. Sandy will be out of the office Tuesday and Wednesday (July 26 &amp; 27). Envision 2030 is on the agenda.</p> <p>Sandy provided a hard copy of the Fall In-service agenda. Feedback on the layout was requested.</p>
<p><b>3. Other</b></p> <ul style="list-style-type: none"> <li>• <b>Special Session – Budget</b></li> <li>• <b>Fall In-service</b></li> <li>• <b>Campus Forum</b></li> <li>• <b>Administrative Responsibilities</b></li> </ul>		<p>The Special Session is scheduled for the first part of August. All Campus Presidents have been invited to attend.</p> <p>In-service agenda reviewed and feedback requested.</p> <p>Forum agenda items reviewed. There will be a potluck prior to the Forum.</p> <p>There will be a few changes with Administrative responsibilities. Given the budget situation, any vacated positions will be reviewed for shifting responsibilities and reviewed for cost efficiencies.</p> <p>Larry will assume Student Service director responsibilities. There are adjustments that need to be made within Larry's duties. Other changes that are being reviewed include: Staff reporting for the IVN staff may move to IT. The Library reporting may move to Student Success Director. Dr. Migler is looking into assistance from Minot for an Interim Fiscal Affairs lead.</p>

<b>4. Recognition / Celebrations</b>	All	Received grants from USDA for the horticulture program. Heidi recognized for her work well done. Beth MacDonald and Mike Greene held a successful new student registration.
<b>5. Announcements</b>	All	If we see folks walking around Old Main like they are looking for something, Old Main is part of a Geo-cache game called "Pokeman Go".