Dakota College at Bottineau
Dean's Council / Budget Team Meeting

DATE: June 21 at 8:00 am - McMaster
Present: Laura Pfeifer, Danny Davis, Kayla O'Toole, Jerry Migler and Sandy Hageness

Meeting Agenda - **Topic**	**Resp Party**	**Discussion/Outcome**
1. Enrollment	Davis	Numbers shared. There isn't a significant change from the last report.
2. NDUS & Campus Reports		
a. Academic Affairs		Dr. Migler and Larry met with NIT consortium representatives yesterday. VCSU wants to withdraw from the consortium, MSU is interested in participating. The NIT consortium shares classes between campuses at no direct cost.
b. Student Affairs	Davis	Most of Student Services staff are out this week.
c. Administrative Affairs / Business Affairs	Pfeifer	Laura is working on year-end financials. Upon approval from NDUS she will begin working on the biennium budget.
d. NJCAA Mon Dak / Athletics		Dean's office is receiving athletic student confirmation requests. These will be forwarded to Danny.
e. Chancellor's Cabinet / Dean's Update	Migler	Attended a State Board retreat last week and shared the information with Council. State Board is conducting a mission study to identify the need of degree programs in ND. Results shared indicate that the program needs are being met. Although it is felt this is conflicting information as historically job openings remain in some fields, i.e. teaching, nursing. They are studying tuition, looking for direction on tuition waivers. Key points were addressed via reports from campuses. Shared services continues to be a focus. As time progresses there may be a period when the State Board sets expectations if there isn't any voluntary movement between colleges. Administrative Cost Study is being conducted with a goal to identify staffing ratio benchmarks for efficiencies. Predictive Analytics – timetable shared with the PAR initiative.

		Presidential Evaluations – discussion held on the process to more closely involve SBHE members in the annual review process. Budget Allotment – there may be another allotment, and there is a very slight possibility of a special legislative session.
f. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Held a Moodle meeting yesterday. Learned that there has been a fact finding meeting for the LMS. There will be a couple more classes added to the 2nd online 8 week courses.
g. Public Affairs Council / Marketing	Hageness	Live Break interviews continue. The Foundation reps will be interviewed tomorrow about events and ways of giving.
3. Other **a. Voluntary Reduction in Hours** **b. DCB Goals AY 2016-2017** **c. Gov't Finance Committee-OMB Budget** **d. New Allotment Likely** **e. Fall Inservice**	Migler	Minot State has incorporated a voluntary reduction in work hours' process. This was reviewed by the Dean's Council and decided to hold off on offering it. Goals were reviewed and a few edits made. Dr. Migler will update the information and bring it back to the next Council meeting. The general fund status report from OMB was shared. It is understood from the Board retreat that a new allotment may take place in late summer or early fall. Discussion was held on putting a plan in place for DCB in case this happens. Input was provided for the fall inservice. Dr. Migler and Sandy will review last year's schedule and set up a tentative schedule for this fall.
4. Announcements	All	Dan in Valley City for orientation on Friday and on vacation next week. Dr. Migler on vacation July 7 until July 13th. Wildlife instructor candidate applications are being reviewed. Budget meeting this afternoon at 1:30.