## Dakota College at Bottineau Dean's Council



March 5, 2019 - Dean's Suite

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

Topic	Responsible Party	Discussion/Outcome
1. Enrollment	Brooks	The enrollment trend continues to increase in all areas.
2. NDUS & Campus Updates a. Academic and Student Affairs	Brooks	Last week Larry attended HLC assessment and gen ed assessment workshops. There are a few things to get in order before next spring's accreditation visit. He will provide an update at faculty senate and the forum. There are six prefixes being reviewed for approval. Mayville is requesting a masters in college studies and nursing. Valley City requested certificate in college studies. DSU requested a new designation as polytechnic certificate in allied health and science degree.  Larry is off campus on Friday, doing strategic planning with paramedic and on personal leave Monday and Tuesday of next week.
b. Administrative Affairs / Business Affairs	Mock	DCB had a credit card audit last week, there was only one concern noted. There will be an audit on the tuition models, and auditing the fees. There is a performance audit scheduled for the end of April which is usually on site with four auditors. Lisa is starting HLC yearly upload this month.
c. NJCAA Mon Dak / Athletics	Davis	Baseball played last week in Oklahoma. Softball went 2-2 in Minnesota last week. Both teams are off until the end of March. Basketball lost both games last week, so they are finished for the season. They are working on 4-year athlete transfers. The football schedule should be finalized this week.
d. Distance Education Council/Distance Ed. and Academic Support Services	O'Toole	Community ed events have had good participation. They are planning a small day camp for kids in June.  Kayla and Whitley are going to Max on Monday to register DC students.  There are about 15 students that will graduate with the LEAP program in May.  There may be five who will walk at DCB's commencement.  Discussion held on have CTE advisors on campus this summer. Larry and Kayla will work this out.

## Dakota College at Bottineau Dean's Council

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e. Public Affairs Council	Hageness	The Ag program promotions are under way. The news has been picked up by KXMC and the Minot Daily. Mailings are going out to schools and prospective students who selected the program on the ACT's. FB promotions are going well with upward to 6,000 clicks. Radio this week is PTK.
f. Chancellor's Cabinet / Dean's Update	Migler	Dr. Migler shared that a part time security worker, Janet Lund.has been hired dependent upon the background check. She has a excellent experience for the position.  The advertisement for a farm manager has closed. There are two applicants. Kayla Wolfe resigned and tomorrow there is a farewell hosted for her in the Foundation office. The position is posted, and applications are coming in.  Federal Compliance with HLC, finding a few compliance issues working on. Dr. Migler reviewed the Chancellor's cabinet items last week.  Dr. Migler gone Monday and Tuesday of next week.
<ul><li>3. Other</li><li>Emotional Support Animal (ESA) Policy</li></ul>	Migler	Click Here for Attachments The policy has been reviewed by the Senates. Changes reviewed. Sandy will apply changes for review at the next Dean's Council meeting.
Policy Approval Procedure		Recommendation made for the coordination and review of Employee and Student policy procedure to be set up under a committee. It was recommended to identify the Campus Dean will appoint the Chair of the committee annually.
		Larry moved to approve Policy Coordination and Review Committee as proposed with the recommended change for the Campus Dean to appoint the Chair of the committee. Lisa seconded, motion carried.
Strategic Plan		Minutes from all the Senates have been received with approval of the Strategic Plan as presented. Dr. Migler asked that the Council review and the Plan will be an item on the next Dean's Council agenda for action.  The SBHE is considering DCB for their summer retreat. If this follows through, it will be a good time for the SBHE to review DCB's Strategic Plan.
DSS at MSU	O'Toole	DCB at MSU students receive disability support services (DSS) at MSU. We currently have two DCB students registered with DSS on MSU campus. The

## Dakota College at Bottineau Dean's Council

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		DSS Coordinator at MSU has requested DCB pay and hire the notetakers required for these students. Dr. Migler clarified there is an agreement with MSU to cover these services. Dr. Migler will visit with Dr. Shirley to clarify the process.
4. Recognition & Celebration	All	Victoria Obergfell named MonDak First Team All-Conference Team. all region and all conference  Dwaine Simmons has been named to MonDak All-Conference Team.  Submission has been submitted to the SBHE for tenure for Tracy Chisholm.  Paul Boone has resigned, will be starting a search for his replacement along with the Lura's Science position temporarily covered by Taija Hahka.
5. Announcements	All	Campus picnic will be held Wednesday to beat the winter blues. There is a Farewell open house for Kayla Wolfe on Wednesday morning.  Kayla will be attending an NCEC meeting tomorrow.  Market place for Kids is on campus March 12 <sup>th</sup> and a STEM NCEC Fair on campus March 11 <sup>th</sup> .
		Next Dean's Council meeting will be Tuesday, March 19 <sup>th</sup> .