

# Dakota College at Bottineau Dean's Council



**DATE:** September 6, 2016 at 8:00 am – Dean's Suite

**PRESENT:** Dr. Migler, Sandy Hageness, Dan Davis, Kayla O'Toole (Larry Brooks, absent)

Meeting Agenda - Topic	Responsible Party	Discussion/Outcome
<b>1. Enrollment</b>	Davis	<p>We are up by approximately twelve FTE enrollments. Numbers will be more finalized September 17. This does not include collaborative students and the farm students are not all entered yet.</p> <p>Mr. Jelsing's art class has more students enrolled than one session can hold. Working out an arrangement to move eight students to another time period.</p>
<b>2. NDUS &amp; Campus Reports</b>		
<b>a. Academic and Student Affairs</b>	Migler	<p>Business Office position job description is being worked out as a shared reporting position between MSU-DCB. Jim Borkowski will be completing the temporary Business Office position the end of the month. Biennial budget is complete. Jonelle from MSU is closing end-of-year reports. There will be an audit by the System Office on P-cards. Judy will be assisting in this process. Fee Payment is up the end of the week.</p>
<b>b. Administrative Affairs / Business Affairs</b>	Migler	
<b>c. NJCAA Mon Dak / Athletics</b>	Davis	<p>Football is away this Saturday. VB will be at home next week Monday, Friday and Saturday. Homecoming game is the 17<sup>th</sup> vs. Fergus Falls Spartans.</p>
<b>d. Chancellor's Cabinet / Dean's Update</b>	Migler	<p>Cabinet meeting will be held next week, September 14<sup>th</sup>. Report to follow.</p> <p>Annual Foundation meeting will be held next week. Dr. Migler will approach them on a Dual Enrollment scholarship opportunity for low income students.</p>
<b>e. Distance Education Council/Distance Ed. and Academic Support Services</b>	O'Toole	<p>Finalizing the DC registrations with Mohall, Rugby and Bottineau. Faculty credential requirements are being extended to August, 2022. Dr. Migler will be sitting in on the Academic Affairs conference call this afternoon. Enrollment is up from last year.</p>

<b>f. Public Affairs Council</b>	Hageness	Student social media focus group is being held on noon today. Objective is to identify user trends.
<b>3. Other</b> <ul style="list-style-type: none"> <li>• <b>Clery Report</b></li> <li>• <b>2015-17 budget Reduction Summary</b></li> </ul>	Migler	Clery report distributed for review.  Budget reduction summary resulting in the 2015-17 allotment reduction was shared.
<b>4. Recognition / Celebrations</b>	All	
<b>5. Announcements</b>	All	