



## DAKOTA COLLEGE AT BOTTINEAU ASSURANCE ARGUMENT SUMMARY CRITERION 2. INTEGRITY: ETHICAL AND RESPONSIBLE CONDUCT

### CRITERION 2. CORE COMPONENT SUMMARIES

**Core Component 2.A. The Institution operates with integrity in its financial, academic, personnel, and auxiliary functions. It establishes and follows policies and processes for fair and ethical behavior.**

- Financial
  - Audits – annually by State Auditor Office and the SBHE Internal Auditors
  - Budget Reports – monthly to all department heads
  - Fraud Hot Line
- Academic – DCB Handbooks – Employee and Student
  - Established procedures in place to address academic dishonesty, student privacy – FERPA, Freedom of Expression
- Personnel – Human Resource Policies
  - Annual training/testing – Theft Fraud and Code of Conduct
  - Annually report any conflict of interest – Business Ownerships, working with relatives/family members
- Auxiliary
  - Bookstore, Housing, Food Service Operations – All are profitable
  - Athletic Program -All programs comply with their respective eligibility requirement

**Core Component 2.B. The Institution present itself clearly to its students and to the public with regard to its programs, requirements, faculty and staff, costs to students, control, and accreditation requirements.**

- Academic Catalog
- DCB Website – The PRIMARY source of information
  - Programs overview – admission and academic progress requirements
  - Location where programs are available: Bottineau, Minot, Valley City, Online
  - Faculty and Staff – contact information and faculty credentials
  - Costs – Net Price Calculator, Breakdown of tuition by credit
  - Consumer information – enrollment, retention, graduation, etc.
  - Accreditation – Higher Learning Commission, HLC reports, Accreditation of Paramedic Technology

**Core Component 2.C. The governing board of the institutuion is sufficiently autonomous to make decisions in the best interest of the institutuin and to assure its integrity.**

- SBHE is the policy setting body for the 11 colleges made up of 7 citizen members (4yr term) and 1 student member (1yr term). It also includes a non-voting faculty advisor and a non-voting staff advisor. Meetings are held monthly subject to open meeting laws and provides public review of its website
- NDCC ensure independence from undue outside influences – grants SBHE full authority for the institution under its control.

**Core Component 2.D. The institution is committed to freedom of expression and the pursuit of truth in teaching and learning**

- DCB Mission and Vision endorces freedom of expression and the pursuit of truth in teaching
- SBHE supports freedom of expression thru their policies on academic freedom and tenure

**Core Component 2.E. Students are offered guidance in the ethical use of information resources. The institution has and enforces policies on academic honesty and integrity.**

- All expectation and procedures for non compliance are documented in the DCB Handbooks.



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### CRITERION 2. STRENGTHS

- Financially stable
- Increasing enrollment
- Conservative budgeting
- Developing methods to attract the everchanging “mode” of learning: online, distance ed, LEAP

### CRITERION 2. CHALLENGES

- Smaller high School graduating classes
- Extra Ordinary Repairs
- Finding “new” funding/donations in a small town
- Faculty/Staff burnout

### CRITERION 2. NEW PLANS

- Bonding for the Knudson Student Center with New Dining Addition
- Dorm Remodel