
DCC BOARD OF TRUSTEES
MEETING MINUTES

Meeting Date: March 25, 2024


Meeting Location: DCC Board Room

Approval: FINAL

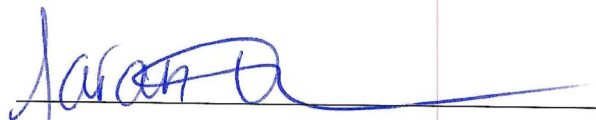
Recorded By: Becca Klang

Attendance for the March 25, 2024, Board of Trustee Meeting

Name	Title/Organization	Present
Cindy Larsen	Chair	Yes
Sarah Thorson	Vice Chair	Yes
Gloria Garceau-Glaser	Trustee	Yes
Brendan Heidner	Trustee	Yes
Kathy Hoiland	Trustee	Yes – Zoom
Sandy Johnson	Trustee	Yes
	Trustee	
Justin Villmer	President of DCC	Yes
Becca Klang	Assistant to the President	Yes
Becky Smith	Dean of Finance and Operations	Yes
Josh Engle	Dean of Student Success	Yes
Matt Hull	Dean of Academic Affairs	Yes
Community Members		
Jamie Crisafulli	Ranger Review	Yes - Zoom
Jon Fitch	DCC Faculty/Dawson County Resident	Yes
Chad Knudson	Dawson County Resident	Yes
BreAnn Miller	GFT Union/ DCC Faculty	Yes
Dennis Harp	DC Foundation	Yes – Zoom
Tom Smith	DCC Faculty	Yes – Zoom
Joe Peterson	Athletic Director/Head Men’s Basketball Coach	Yes – Zoom
Destini Hill	DCC Faculty	Yes – Zoom
Daisy Nyberg	Director of Human Resources	Yes – Zoom
Jennifer Weeding	DCC Faculty	Yes – Zoom
Christina DiGangi	DCC Faculty	Yes – Zoom



 Cindy Larsen, Chair



 Sarah Thorson, Vice Chair

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, March 25, 2024, at 5:30 pm
Recorded by Becca Klang**

Chair Larsen called the meeting to order at 5:33 p.m.

I. Introductions

Chair Larsen called for introductions. Introductions were made around the room.

II. Correspondence

Correspondence was included in the packet for review. Chair Larsen the general information included in the packet are regarding the NWCCU Accreditation site visit and the Presidential candidacy correspondence.

III. Minutes

Trustee Johnson moved to approve the minutes of the February 26, 2024, Regular Board Meeting. Trustee Garceau-Glaser seconded the motion. The motion passed unanimously.

Chair Larsen asked if any corrections were offered on the February 29, 2024, Special Board Meeting and the March 12, 2024, Special Board meeting. With no suggestions or corrections to these minutes, the minutes are approved as distributed.

IV. Reports

• **President's Update:**

President Villmer briefly reviewed his report with the Board of Trustees. He briefly spoke on the funding that was received to host the Cyber Electronics camp for middle school-aged youth. He gave an update on One Health with a LCSW for our students on campus. President Villmer also gave a big 'Thank You' to all of the Trustees in the humbling and rewarding experience with Dawson Community College as a whole. He is very appreciative of the trust they have put in him and it has been an honor. The Women in Leadership Question and Answer Forum is taking place on campus and this is a great event to showcase on our campus.

He also gave an update regarding an email he received today regarding the Fiscal Year 2022 audit timeline. The Department of Education has allowed an extension and he is hopeful in the next month they will be able to get this completed by the end of April.

• **Department Reports:**

Department reports were included in the packet for review.

Finance Committee

Meeting minutes are included in the board packet for review for the March 5, 2024, and March 12, 2024 meetings. Trustee Thorson spoke on specifics in the meetings. The Tuition, Fees, Housing and Meal plans were discussed at both meetings in depth working around potential changes. This will go before the OCHE Board of Regents at their meeting in May. Updating the technology around the campus is important for meeting the campus needs. President Villmer added input regarding the increasing of the fees will be making a positive impact for our student's needs. It is important to invest in these needs.

A copy of the voucher lists were included in the board packet for review.

Human Resource Committee

Meeting minutes are included in the board packet for the March 13, 2024 meeting. Trustee Johnson reviewed the meeting details and went over the Human Resource Report. The Human Resources report was covered and there was clarification given regarding the Fair Labor Standards Act audit that is happening regarding some positions at Dawson Community College. There was additional

discussion regarding proctor positions that assist with housing positions. There was an update regarding the criminal justice faculty position that is currently open.

The updated Human Resource report was included in the board packet for review.

Policy Committee

Meeting minutes are included in the board packet for the March 12, 2024 meeting. Trustee Garceau-Glaser briefly reviewed each of the policies that were brought forward in the packet for a first viewing. BP 2-35 Public Forum, BP 5-10 Recognition of Independent Foundations, BP 5-11 Relationship Between Funds, BP 5-12 Grants, and BP 5-13 Identity Theft Prevention will all come back to the Regular Board of Trustee meeting for a second viewing. There was additional discussion regarding the proposed policy BP 2-35 Public Forum from Dean Engle at the Board of Trustee meeting as well.

Presidential Search Committee:

Trustee Thorson reviewed what was discussed at this meeting and noted a few corrections that needed to be made to her minutes.

V. Public Comment

Board Chair Larsen called for public comment. There was none.

VI. New Business

• Policies to review for second reading

i. BP 1-02 Institutional Effectiveness - *Repeal*

Trustee Garceau-Glaser moved to approve BP 1-02 Institutional Effectiveness for repeal as presented in the packet. Trustee Johnson seconded the motion. The motion carried unanimously. Motion passed.

ii. BP 3-09 Residency Status

Trustee Thorson moved to approve BP 3-09 Residency Status as presented in the packet. Trustee Heidner seconded the motion. The motion carried unanimously. Motion passed.

iii. BP 4-07 College-Wide Assessment

Trustee Garceau-Glaser moved to approve BP 4-07 College-Wide Assessment as presented in the packet. Trustee Johnson seconded the motion. The motion carried unanimously. Motion passed.

iv. BP 5-0 Asset Protection/Risk Management

Trustee Johnson moved to approve BP 5-0 Asset Protection as presented in the packet with the name change to Asset Protection/Risk Management. Trustee Thorson seconded the motion. The motion carried unanimously. Motion passed.

v. BP 5-07 Class and Workshop Waiver Policy

Trustee Thorson moved to approve BP 5-07 Class and Workshop Waiver Policy as presented in the packet. Trustee Garceau-Glaser seconded the motion. The motion carried unanimously. Motion passed.

vi. BP 5-09 Independent Student Instructor Compensation

Trustee Garceau-Glaser moved to approve BP 5-09 Independent Student Instructor Compensation as presented in the packet. Trustee Thorson seconded the motion. The motion carried unanimously. Motion passed.

• Presidential Contract

Board Chair thanked Director Nyberg for all of the work that was done on the Presidential Contract. The presented contract was reviewed.

Trustee Thorson moved to approve the employment contract for Presidential candidate Chad Knudson. Trustee Garceau-Glaser seconded the motion. The motion carried unanimously. Trustee Heidner abstained from the vote as he has both personal and professional conflicts of interest. The contract was approved as presented and will be physically signed as of March 25, 2024.

- **Tuition, Fees, Housing, and Meal Plan:**

The presented Tuition, Fees, Housing, and Meal Plan was presented in the packet for review. It was discussed if this was a two year plan or just a one year plan at this time. A one year plan is being presented but a two year plan is something that can be carried out if preferred in the future.

Trustee Heidner moved to approve the proposed Tuition, Fees, Housing, and Meal plan as presented for 2025 Fiscal Year. Trustee Garceau-Glaser seconded the motion. The motion carried unanimously. Motion passed.

VII. **Consent Items**

Trustee Johnson moved to approve the consent items distributed in the Board Packet. Trustee Garceau-Glaser seconded the motion. The motion carried unanimously. Motion passed.

VIII. **Press Releases are forwarded to Board members as they are issued.**

IX. **Open Forum for Public Input on Dawson Community College Issues.**

Board Chair Larsen called for public comment. There was none.

The Regular Board of Trustee meeting was adjourned at 6:20 p.m.