

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: October 28, 2019

Meeting Location: Jane Carey Memorial Library

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 October 28, 2019

Chad Knudson, Chairman

Darla Handran, Vice Chairman

Attendance

Name	Title	Organization	Present
Chad Knudson	Chairman	DCC Board of Trustees	Yes
Darla Handran	Vice Chairman	DCC Board of Trustees	No
Cindy Larsen	Trustee	DCC Board of Trustees	Yes
Rich Rowe	Trustee	DCC Board of Trustees	Yes
MaryAnn Vester	Trustee	DCC Board of Trustees	Yes
Mike Wilondek	Trustee	DCC Board of Trustees	Yes
Scott Mickelsen	President	Dawson Community College	Yes
Traci Masau	Vice President – Academic and Student Affairs	Dawson Community College	Yes
Leslie Weldon	Vice President – Advancement and Human Resources	Dawson Community College	Yes
Jennifer King	Director of Business Operations	Dawson Community College	Yes
Community Members Present			
Suela Cela		DCC	
Jamie Crisafulli		Ranger Review	
Dennis Harp		DC Foundation	
Spencer Johnson		Glendive	
Sarah North Wolfe		DCC	
Tanner Roe		DCC Student	
Rick SyWassink		DCC	
Todd Thompson		DCC	

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, October 28, 2019–5:30 p.m.
Recorded by Randi Johnson**

The meeting was called to order by Chair Knudson at 5:30 p.m.

Minutes

- Trustees Wilondek/Rowe moved/seconded to approve the minutes of the September 13, 2019 special board meeting. There was no discussion.
 - **Motion carried unanimously.**

- Trustee Larsen/Vester moved/seconded to approve the minutes of the September 23, 2019 meeting. There was no discussion.
 - **Motion carried unanimously.**

Reports:

President

The report stands as submitted. President Mickelsen reviewed his presentation at ACCT, and his meeting with NC3 officials. He noted that fire drills had recently been conducted in the housing units.

Physical Plan Review

Plant Director, Todd Thompson, presented a review of the facilities on campus and discussed areas that are in need of major repair or replacement. President Mickelsen noted the number of items that have been addressed and thanked Mr. Thompson for his dedicated service. Urgent needs include water accumulation under Brueberg and Kettner Halls, and exterior and interior work needed at the Ullman Center. Discussion followed.

Program Review

Vice President Masau reviewed the information presented and stated the data helps inform decisions such the need for additional faculty. Other information provides trend analyses which help, for example, determine class offerings.

Enrollment Report

AVP Cela reviewed enrollment figures for this semester and noted that DCC is one of only two colleges in Montana with increased enrollment this fall. Headcount and FTE have both increased because students are choosing to attend DCC. Discussion followed.

Finance Committee

Minutes of the last meeting and the vouchers list were reviewed. Trustee Wilondek noted that although revenue is less than projected, expenses are also less than anticipated. Discussion followed. Ms. King noted that the State has named Wipfli LLP as auditors for DCC and MCC.

HR Committee

Minutes of the last meeting and the HR Report were reviewed. Discussion followed.

Faculty/Staff Presentations

Mr. Rick SyWassink, CJLE faculty, discussed the Criminal Justice program, and noted he is developing trainings for regional law enforcement

Ms. Sarah North Wolfe, associate director of enrollment, reviewed the different areas of her department.

Chairman Knudson called for public comment. There was none.

Consent Items

- Trustees Rowe/Wilondek moved/seconded to approve the Vouchers List and HR Report.
 - **Motion carried unanimously.**

New Business

Request to Serve Beer and Wine

- Trustees Larsen/Wilondek moved/seconded to approve a request from Glendive Rotary to serve beer and wine at its Teacher Appreciation Reception on November 5.
 - **Motion carried unanimously.**

2020 Board Meeting Schedule

- Trustees Vester/Larsen moved/seconded to approve the schedule as presented and move the December 28, 2020, meeting to December 21 due to the Christmas holiday.
 - **Motion carried unanimously.**

Trustee Appointment and Committee Reassignments

Chair Knudson reviewed the procedures for candidates to submit letters of interest and noted that a trustee who is appointed will need to stand for election in May. No action was taken and no motion was passed.

Open Forum for Public Input

- Chairman Knudson called for public input. There was none.

The meeting adjourned at 6:55 p.m.