
DCC BOARD OF TRUSTEES
MEETING MINUTES

Meeting Date: February 27, 2023

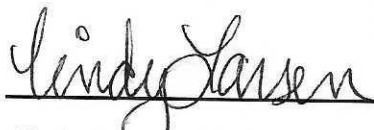
Meeting Location: DCC Board Room

Approval: FINAL

Recorded By: Becca Klang

Attendance

Name	Title/Organization	Present
Cindy Larsen	Chair	Yes
Chad Knudson	Vice Chair	Yes
Kathy Hoiland	Trustee	Yes
Sarah Thorson	Trustee	No
Mike Wilondek	Trustee	Yes
Sandy Johnson	Trustee	Yes
Gloria Garceau-Glaser	Trustee	Yes
Justin Villmer	President of DCC	Yes
Becca Klang	Assistant to the President	Yes
Daisy Nyberg	Director of HR	Yes
Sara Engle	Director of Workforce	Yes
Joe Peterson	Athletic Director	Yes
Justin Beach	Dean of Student Success	Yes
Adam Hilbert	Morrison Maierle	Yes
Kaitlynn Deering	ASB representative	Yes
Community Members		
Brendan Heidner	Ranger Review	Yes



Cindy Larsen, Chair



Chad Knudson, Vice Chair

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, February 27, 2023 5:30 pm
Recorded by Becca Klang**

The meeting was called to order by Cindy Larsen at 5:32 p.m.

I. Introductions

The Chair called for introductions.

II. Correspondence

There was a letter from Glendive Federation of Teachers in the packet. A response has been provided to them from Chair Larsen. There was also three letters in the packet from Dr. Troy Myers, Dr. Tracy Gabbert and Brandi Reinhart.

III. Minutes

Vice-Chair Knudson moved to approve the minutes of the January 23, 2023 Regular Board Meeting. Trustee Garceau-Glaser seconded the motion. The motion passed unanimously.

IV. Reports

- **President's Update:** This report was included in the packet for review by the Board of Trustees. President Villmer added that House Bill 482 has a lot of support behind it. This bill helps with providing resources for children aging out of foster care so they can be successful going into high education. He also added information on how to show support for this bill.
President Villmer also notified the trustees of a Grant that was awarded to the Dawson College Foundation for the Buccaneer Statue.
- **Department Reports:** Department reports are included in the packet for review. Sara Engle gave an update on Sidney Sugars closing. She had an opportunity to speak with these individuals and it was an eventful session to attend. There was an interest in the welding program by these individuals.

Finance Committee

Trustee Wilondek reported from the minutes of the meeting from the February 9, 2023 meeting. President Villmer has been in consistent communication with Wipfli regarding the Audit and an update on it should be coming soon with an estimated finalized date. Tuition and Fees were reviewed and the changes were discussed. Budget for FY2024 was also reviewed as the prelim work has been done on this.

HR Committee

Meeting minutes are included in the board packet for the February 8, 2023 meeting. The committee discussed the update on vacant positions

Policy Committee

Trustee Garceau-Glaser went over the Policy Committee minutes that were included in the packet and presented changes to the policies for a first review by the Board of Trustees. The

following policies will be brought forward to the Board of Trustees for a second reading and approval of the suggested edits at the March 27, 2023 meeting: BP 1-17 Public Comment, BP 2-1 Administrator Leave, BP 2-4 Evaluation of Classified Staff, BP 2-12 External Employment, BP 2-13 Faculty Evaluation, BP 2-15 Evaluation of Tenured Faculty, BP 2-16 Distinguished Service Awards, BP 2-17 Classified Staff Leave, BP 2-18 Evaluation of Administrative Staff and BP 2-28 Emeritus Faculty Policy.

V. Public Comment

Chairwoman Larsen called for public comment. There was none.

VI. New Business

- **Accept FY2021 Audit**

This item will be tabled to be discussed at the Board of Trustee meeting in March.

- **Board Calendar review/approval**

The calendar was discussed along with the recent changes that were made. It was suggested to add to the month of May that the board review the calendar during this month on an annual basis.

Trustee Johnson moved to approve the Board Calendar with the suggested changes through the February 27, 2023 board meeting. Trustee Hoiland seconded the motion with these suggested changes. Motion carried unanimously. Motion passed.

- **Board Policies for Approval Second Reading**

BP 2-7 Violent, Discriminatory, and Sexual Misconduct Trustee Hoiland moved to approve BP 2-7 Violent, Discriminatory, and Sexual Misconduct policy with the suggested edits. Trustee Garceau-Glaser seconded the motion. The motion carried unanimously with no discussion. Motion passed.

BP 3-7 Violent, Discriminatory, and Sexual Misconduct Trustee Garceau-Glaser moved to approve BP 3-7 Violent, Discriminatory, and Sexual Misconduct policy with the suggested edits. Trustee Wilondek seconded the motion. The motion carried unanimously with no discussion. Motion passed.

BP 5-14 Disposition of Equipment and Supplies Trustee Hoiland moved to approve BP 5-14 Disposition of Equipment and Supplies policy. Trustee Johnson seconded the motion. The motion carried unanimously with no discussion. Motion passed.

BP 5-15 Gramm-Leach-Bliley Act Trustee Hoiland moved to approve BP 5-15 Gramm-Leach-Bliley Act policy. Trustee Garceau-Glaser seconded the motion. The motion carried unanimously with no discussion. Motion passed.

- **Event on Campus Alcohol Request**

The Trustees reviewed the letter in the packet requesting the approval that alcohol be served at an event planned for April 15, 2023, at the Toepke Gymnasium. This would be a great event for the Glendive Community including the students at Dawson Community

College.

Trustee Johnson moved to approve the alcohol request submitted to serve alcohol at the Fight for our Future event. Trustee Hoiland seconded the motion. There was discussion on the security of the event. The motion carried unanimously. Motion passed.

- **Schedule Elections**

Vice Chair Knudson made a motion that the Board of Trustees for Dawson College District, Dawson County, State of Montana, will hold an election on Tuesday, the 2nd day of May 2023. The election will be conducted by mail ballot and the purpose of the election is to elect trustees from Dawson College District to the Dawson Community College Board of Trustees for two–three year positions, one-two year position, and one-one year position. Trustee Wilondek seconded the motion. The motion carried unanimously. Motion passed.

- **Tuition and Fees Review**

Trustee Garceau-Glaser moved to accept the following for tuition and fees: In-District Student at a 10% increase, Out of District – In State Resident/GEM Student at an 8% increase, WUE Student at a 5% increase, Out of State/International student at a 5% increase and Canadian Exchange Student at a 5% increase. Vice Chair Knudson seconded the motion. The motion carried unanimously. Motion passed.

VII. Consent Items

Trustee Knudson moved to approve the HR report and Voucher report distributed in the Board Packet. Trustee Wilondek 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.

X. Executive Session – President’s Evaluation

The Board along with President Villmer met in executive session to conduct the evaluation of the President at 6:50 p.m. and adjourned at 7:40 p.m.

The Regular Board of Trustee meeting was adjourned at 7:44 p.m.