

Dawson Community College Board of Trustees
Minutes of Regular Board Meeting
Monday, December 20, 2021 5:30 p.m.
Recorded by Penny Zimmerman

The meeting was called to order by Chad Knudson at 5:35 p.m.

Present: Board members: _Chad Knutson, Cindy Larsen, Spencer Johnson (via video), Sarah Thorson.

Absent: Mike Wilondek.

DCC Staff: Justin Beach, Dennis Harp, Adam Hilbert, Matt Hull, Kathleen O’Leary, Joe Peterson.

Public: Jamie Crisafulli

Minutes

Trustee Larsen/Trustee Thorson moved/seconded the motion to approve the minutes of the November 29, 2021 Board Meeting. **Motion carried unanimously.**

Correspondence

The Chair noted the letter received from DCC Rodeo coach, Shaylee Hance. Further action will take place under New Business.

President Update

- Interim President O’Leary reported she had visited with Parker Powell, CEO of Glendive Medical Center relating to working together to offer medical expertise in classes. DCC will provide the curriculum coordinator.
- Interim President O’Leary announced she is working with Miles Community College, in a pilot program, using their library director. That person would be in Miles City part-time and at DCC part-time.
- Interim President O’Leary stated she has received notice that a verbal FY’21 audit will be held the end of March. The on-site audit will be held in April, which allows DCC to get back on the Fall schedule.
- Interim President O’Leary reported on tuition costs. A handout was distributed. She described the process Cabinet members developed and will present to the Finance Committee in January. Chairman Knudson stated it is beneficial to know what we are charging versus the actual cost and commended everyone who worked on this project.
- Department reports were included in the packet.

Finance Committee

- Interim President Kathleen O’Leary reported that housing negotiations are underway.
- Food service contract was recently signed and Joy will begin serving meals in the cafeteria at the beginning of the new semester. Interim President O’Leary praised Justin Beach for all of his assistance. Minutes are included in the packet.

Human Resources Committee

- Committee did not meet this month

Policy Committee

- Trustee Johnson reported on the recent committee meeting. He stated that Interim President O'Leary provided education and it was well received. No action was taken.

Dawson College Presidential Search

- DCC Human Resources made several calls to get information from firms who recruit college presidents. Interim President O'Leary reviewed information of three agencies and distributed the information to the board. Chairman Knudson stated he is going to schedule the board retreat early in January to finalize what they are looking for in a candidate. Interim President O'Leary will obtain more information from other search firms. Interim President O'Leary provided a time-line for the Presidential Search, which includes posting the position mid-January and closing it the end of February. Interviews will be held the first two weeks of April and an offer made by the end of April. Discussion followed. This will be discussed in detail at the upcoming board retreat in early January.

New Business

- Board self-evaluation. Chair Knudson asked that the board members review and complete the board self-evaluation form that was distributed. He asked the members to review the Trusteeship Book to complete the evaluation. The evaluation is due at the retreat.
- Fees/Housing/Meal Plan. There will not be an increase in Housing costs.
- Board retreat. Chairman Knudson announced he will be scheduling the board retreat for early January and will let the board members know as soon as possible.
- Alcohol request from DCC Rodeo coach. Trustee Thorson/Trustee Johnson moved/seconded the motion to approve the alcohol request. **Motion carried unanimously.**

Consent Motions – Vouchers and HR Report

Trustee Larson/Trustee Thorson moved/seconded the motion to approve the vouchers. **Motion carried unanimously.**

The next board meeting will be held on January 24, 2021.