

# **DCC BOARD OF TRUSTEES**

## **MEETING MINUTES**

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Meeting Date: May 20, 2019

Meeting Location: Board Room

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College  
 Board of Trustees Meeting  
 May 20, 2019

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Chad Knudson, Chairman

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Darla Handran, Vice Chairman

**Attendance**

<b>Name</b>	<b>Title</b>	<b>Organization</b>	<b>Present</b>
Chad Knudson	Chairman	DCC Board of Trustees	Yes
Darla Handran	Vice Chairman	DCC Board of Trustees	Yes
Cindy Larsen	Trustee	DCC Board of Trustees	Yes
Rich Rowe	Trustee	DCC Board of Trustees	Yes
Bob Stanhope	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 – Business Operations	Dawson Community College	Yes
<b>Community Members Present</b>			
Jamie Ausk Crisafulli		Ranger Review	
Dennis Harp		DC Foundation	

**Dawson Community College Board of Trustees  
Minutes of the Regular Board Meeting  
DCC Board Room  
Monday, May 20, 2019 – 5:30 p.m.  
Recorded by Randi Johnson**

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

**Correspondence**

There was no correspondence.

**Minutes**

- Trustees Stanhope/Vester moved/seconded to approve the minutes of the April 20 22, 2019 Board meeting. Minutes were corrected to show that Trustee Wilondek was present.
  - **Motion carried unanimously.**

**Reports:**

President

The President's Report stands as submitted. President Mickelsen congratulated the Lady Bucs softball team on their outstanding season. He noted that the Montana Economic Development Association will hold its annual meeting on campus this week, and that he is the keynote speaker at their luncheon. The President will attend the Board of Regents meetings in Great Falls later in the week. Vice Chair Handran asked about the progress of the new website and Trustee Rowe asked about the fire suppression system in the Toepke Center. Discussion followed.

Finance Committee

Vice Chair Handran reviewed the minutes of the last meeting. The vouchers list was also reviewed.

FY 2020 Preliminary Budget

Jennifer King reviewed the proposed general fund budget. She stated that state appropriations this biennium will be \$1.8M compared to \$1.6M in the last biennium, and that the budget reflects a 6.2 percent reduction in expenses. Ms. King noted that in an effort to reduce spending, the College has deferred filling some positions. Discussion followed. Additional discussion regarded athletic waivers. Chairman Knudson requested information for the current fiscal year for comparison purposes.

HR Committee

Minutes of the last meeting were reviewed by Chairman Knudson. The HR Report was reviewed. Discussion followed.

Policy Committee

Trustee Vester reviewed the minutes of the last meeting and the proposed changes to policies. Discussion followed.

**Chairman Knudson called for public comment. There was none.**

## Consent Items

- Vice Chair Handran/Trustee Stanhope moved/seconded to approve the Vouchers List and HR Report.
  - **Motion carried unanimously.**

## New Business

### Oath of Office

- By acclamation, Chairman Knudson and Trustee Larsen were elected to the Board. Trustee Stanhope did not run for re-election.
  - **Vice Chair Handran administered the Oath of Office to Chairman Knudson.**
  - **Chairman Knudson administered the Oath of Office to Trustee Larsen.**

### Board Reorganization

- Trustee Wilondek/Vice Chair Handran nominated/seconded Chairman Knudson for the position of chairman. There were no other nominations.
  - **Motion carried unanimously.**
- Trustees Rowe/Vester nominated/seconded Vice Chair Handran for the position of vice chair. There were no other nominations.
  - **Motion carried unanimously.**
- Chairman Knudson/Trustee Wilondek moved/seconded to appoint Randi Johnson to the position of Board Clerk.
  - **Motion carried unanimously.**
- By unanimous consent, no changes were made to the current committee appointments:
  - Finance Committee: Trustee Wilondek and Vice Chair Handran
  - HR Committee: Chairman Knudson and Trustee Larsen
  - Policy Committee: Trustees Rowe and Vester

### Policies

- Trustees Rowe/Wilondek moved/seconded to approve Board Policy 2-32 Termination Payout as presented. There was no discussion.
  - **Motion carried unanimously.**
- President Mickelsen asked the Board to postpone its vote on Board Policy 3-2 Alcohol, Drugs, and Tobacco to allow for further review. There was no discussion.
  - **Action deferred.**

- Trustee Vester/Vice Chair Handran moved/seconded to approve Board Policy 3-5 Student Code of Conduct as presented. There was no discussion.
  - **Motion carried unanimously.**
- Trustees Larsen/Rowe moved/seconded to approve Board Policy 3-7 Violent, Discriminatory, and Sexual Misconduct as presented. There was no discussion.
  - **Motion carried unanimously.**

#### Schedule President's Evaluation and Board Retreat

- The Board would like to conduct the President's evaluation as part of the retreat, and would prefer to meet before the July Board meeting. Clerk Johnson will poll the Trustees to determine the best date during the week of July 15.

#### Board Resolution

- By unanimous consent, the Board passed a resolution recognizing the efforts of Trustee Stanhope. The Board thanked him for his dedicated service and presented him with a framed copy of the Resolution.

#### June Board Meeting

- By unanimous consent, the Board moved its next meeting to Monday, June 17.

#### **Open Forum for Public Input**

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

**The meeting adjourned at 6:45 p.m.**