
DCC BOARD OF TRUSTEES
MEETING MINUTES

Meeting Date: September 23, 2024

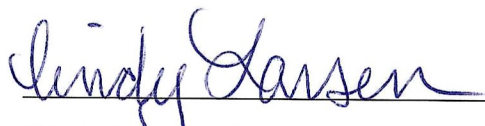
Meeting Location: DCC Board Room

Approval: FINAL


Recorded By: Becca Klang

Attendance for the September 23, 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
Jessica Duede	Trustee	Yes
Sandy Johnson	Trustee	Yes
Lesley Gibbs	Trustee	Yes
Chad Knudson	President of DCC	Yes
Becca Klang	Assistant to the President	Yes
Becky Smith	Dean of Finance and Operations	No
Daisy Nyberg	Interim Dean of People and Culture	Yes
BreAnn Miller	Interim Dean of Academic Affairs /DCC ALO	No
Community Members		
Jamie Crisafulli	Ranger Review	Yes
Jon Fitch	DCC Adjunct Faculty/Dawson County Resident	Yes
Dennis Harp	DC Foundation	Yes



 Cindy Larsen, Chair



 Sarah Thorson, Vice Chair

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, September 23, 2024, at 5:30 pm
Recorded by Becca Klang**

Chair Larsen called the meeting to order at 5:31 p.m.

I. Introductions

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

II. Correspondence

There was no correspondence included in the packet for review.

III. Minutes

Vice-Chair Thorson moved to approve the minutes of the August 26, 2024, Regular Board Meeting. Trustee Gibbs seconded the motion. The motion passed unanimously.

IV. Reports

• **President's Update:**

President Knudson presented his President's Update to the Board of Trustees. He stated that a fleet vehicle has been purchased for Dawson Employee use. The MPSEOC (Montana Post Secondary Education Opportunity Council) tour at Dawson Community College has taken place and went well. Dempster is taking his part in this event that goes across the state of Montana through the month of September to promote different opportunities for high school graduates. He also stated there have been a number of campus meetings to collaborate with other colleges in Montana. The Dean of School Education from the University of Montana campus came to meet in regards to partnering for 4-year teaching degrees. Leaders from University of Montana Western regarding various agreements we have with them; which has been going great. The Director of the Department of Commerce was here as well with interest in the work we have been doing with the foreign study and Asian languages. The Legislative Luncheon will take place on October 17, 2024 in the Library. This is something that Dawson Community College and Miles Community College cohost and rotate locations every two years. Cultivating Careers event will take place on campus Wednesday, September 25. This program brings in 6th, 7th, 8th, and 10th graders to have experiences on campus with hands on demonstrations regarding different professions. Dawson Community College students will also have the opportunity to visit the different stations.

• **Department Reports:**

Reports were included in the packet for review.

• **KPI Review/College-Wide Assessment Strategic/Action Plan Review:**

President Knudson summarized the report that was put together by BreAnn Miller the Dawson Accreditation Liaison Officer. He stated that the Data and Assessment committee worked ongoing this past summer updating the KPI's and the Strategic Action Plan. Discussion was held regarding the presentation of this report as opposed to previous reports that have been shared with the Board of Trustees. This one was much easier to read and understand.

• **Physical Plant Building Plan Review**

President Knudson summarized the report that was in the board packet for review. He stated that the maintenance department covers a wide-variety of things campus wide. President Knudson presented the recent updates that have taken place but also the future plans for each building on campus. A few of the bigger items that need to be reviewed are the baseball/softball indoor practice gym's roof that needs to be replaced, various parking lots need to be redone and the need

for restrooms at the baseball and softball fields need to be addressed.

Finance Committee

Meeting minutes are included in the board packet for review of the September 11, 2024, meeting. Vice-Chair Thorson reviewed the minutes and items that were discussed during the meeting. She stated that Office of Public Instruction (OPI) asked to partner with Dawson Community College regarding a SPED tech program. This would be a micro credential program to help current paraprofessionals work to become Special Education Technicians. There is more information that Dawson Community College will be requesting regarding the grant and what would be allowed by the board. There was discussion regarding what our role would be during the different phases.

A copy of the voucher list was included in the board packet for review.

Human Resource Committee

No meeting took place in September for the Human Resource Committee. The next upcoming meeting is scheduled for October 11, 2024.

There was discussion regarding the open Adjunct instructor positions along with the recent resignation in the maintenance department.

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 September 13, 2024 meeting. Trustee Heidner reviewed the minutes for the meeting. The policies from this meeting that were presented for a first reading are included in the packet. BP 1-3 Correspondence, BP 1-4 Board Evaluations, BP 1-5 Public Participation, and BP 1-6 Legal Basis and Authority. There was discussion regarding clarification on some of the changes with the policies.

President Knudson gave an update on the policy review process and stated with it being ahead of schedule a compliance review will begin.

V. Public Comment

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

VI. New Business

• Alcohol Request – Cultivating Careers

A letter request was presented in the packet requesting that a complimentary beverage be allowed to be provided following the Cultivating Careers event for business attendees only. There is plans to provide both alcohol and non-alcohol options. The on campus event is scheduled for Wednesday, September 25, 2024.

Vice Chair Thorson moved to approve that alcohol be allowed to be provided following the Cultivating Careers events for business attendees only. Trustee Johnson seconded the motion. Discussion was held regarding the purpose of the event and if alcohol could be avoided. Motion carried with a vote of 3 - 2. Motion passed.

• Buccaneer Statue Placement

President Knudson presented some photos in the packet for review on the possible plan for a location placement for the Buccaneer Statue. The idea is to build a retaining wall to level out the area to allow the base of the statue to be at an elevated area but also allow a comfortable amount of room for individuals to walk fully around the statue. This would include a railing for safety purposes as well. President Knudson asked for the Board of Trustee's consideration and approval to utilize this area for the statue. There was a question regarding costs for this proposal. He stated he understands there will be materials donated but is unsure of other costs that it will entail.

Trustee Gibbs moved to approve the placement of the statue as presented. Trustee Heidner seconded the motion. There was no additional discussion. Motion carried unanimously. Motion passed.

- **OPI Grant**

There was discussion regarding tabling this and bringing it back after there was more discussion with Office of Public Instruction regarding some specific details.

- **Policies to review for second reading**

- i. **BP 6-4 Library Collection Management** Vice Chair Thorson made a motion to approve BP 6-4 Library Collection Management with the corrections made. Trustee Johnson seconded the motion. No discussion was held. The motion carried unanimously. Motion passed.
- ii. **BP 6-6 Naming of Facilities and Academic Units** Trustee Heidner moved to approve BP 6-6 Naming of Facilities and Academic Units with the corrections made. Trustee Gibbs seconded the motion. There was no discussion held. The motion carried unanimously. Motion passed.
- iii. **BP 6-9 General Records Retention Schedule** Trustee Johnson moved to approve BP 6-9 General Records Retention Schedule with the corrections made. Vice Chair Thorson seconded the motion. There was no discussion held. The motion carried unanimously. Motion passed.
- iv. **BP 6-10 Hunting** Trustee Gibbs moved to approve BP 6-10 Hunting with the corrections made. Trustee Heidner seconded the motion. There was no discussion held. The motion carried unanimously. Motion passed.
- v. **BP 6-11 Animals** Trustee Johnson moved to approve BP 6-11 Animals with the corrections made. Vice Chair Thorson seconded the motion. There was no discussion held. The motion carried unanimously. Motion passed.

VII. **Consent Items**

Vice Chair Thorson moved to approve the consent items distributed in the Board Packet. Trustee Heidner 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 7:02 p.m.