

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: February 26, 2018

Meeting Location: Board Room

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 February 26, 2018

Chad Knudson, Chairman

Bob Stanhope, Vice Chairman

Attendance

Name	Title	Organization	Present
Chad Knudson	Chairman	DCC Board of Trustees	Yes
Bob Stanhope	Vice Chairman	DCC Board of Trustees	Yes
Kathleen Fritsch	Trustee	DCC Board of Trustees	Yes
Darla Handran	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	Interim Vice President – Academic and Student Affairs	Dawson Community College	Yes
Community Members			
Jamie Ausk Crisafulli		Ranger Review	
Holly Dershem-Bruce		GFT	
Kortney Diegel		DCC	
Tami Johnson		DCC	
Jennifer King		DCC	
Darren Ryan		Glendive	
Karen Ryan		Jolly Roger Galley	
Leslie Weldon		DCC	

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
DCC Board Room
Monday, February 26, 2018–5:30 p.m.
Recorded by Randi Johnson**

The meeting was called to order by Chairman Knudson at 5:30 p.m. The Chairman referred to a new meeting structure and noted that public input will be allowed during the Reports of Committees on matters presented in the Reports. Once a motion is made to approve an item, only comments from the Board will be allowed. As always, public input is allowed at the conclusion of the meeting.

Introductions were made.

Correspondence

- The Board reviewed letters of thanks from the baseball team regarding the indoor practice facility. Trustee Fritsch noted there are many good, creative writers on the team.

Minutes

- Trustees Stanhope/Vester moved/seconded to approve the minutes of the January 22, 2018 meeting. There was no discussion.
 - **Motion carried unanimously.**
- Trustees Handran/Rowe moved/seconded to approve the minutes of the January 24, 2018 Board Retreat. There was no discussion.
 - **Motion carried unanimously.**

Reports:

President

President Mickelsen updated his report to note that seven students had signed up for late start enrollment. Additionally, three others filled out applications and two inquiries were received. Discussion followed. Trustee Vester asked if the computer coding program had started. President Mickelsen noted it started today with two on-campus students and two online students.

President Mickelsen noted that the Strategic Action Plan was presented to DCC students and to citizens in the surrounding communities. Based on that feedback, revisions are currently being made to the Strategic Action Plan. It is expected to be finalized shortly. President Mickelsen also reviewed an outline of the dashboard report which will track the progress of goals in the Strategic Action Plan.

President Mickelsen stated the student fees structure is still under review. Once the fee structure is further defined, he will seek student input.

Finance Committee

Trustee Wilondek reviewed the minutes of the last meeting. Chairman Knudson asked if the Committee recommends approving the President's contract. Trustee Wilondek stated the Committee does recommend approval of the new contract.

Karen Ryan asked about proposed changes to the meal plan. Chairman Knudson stated he is seeking comment on the President's contract. Other comments will be allowed at the end of the meeting.

List of Vouchers

- Trustees Stanhope/Rowe moved/seconded to approve the vouchers as presented. Discussion followed regarding the new water heater.
 - **Motion carried unanimously.**

HR Committee

Chairman Knudson noted committee met January 18, 2018 and February 12, 2018 review the President's contract. The Committee, seeking stability in leadership, recommends a five-year contract for President Mickelsen. Most terms are the same as the current contract; however, annual compensation increased to \$130,000. The incentives, compensation of incentives, and the fiscal fitness clause were all reviewed. Although it is the opinion of the Committee that the goals are ambitious, President Mickelsen is confident of reaching them. The Committee recommends approval of the contract. No questions were asked of the Committee.

Chairman Knudson stated the Committee reviewed the HR Report at its last meeting and recommends the report be approved.

Human Resources Report

- Trustees Stanhope/Handran moved/seconded to approve the report. Chairman Knudson asked about the interviews for the Vice President of Business and Finance. Discussion followed.
 - **Motion carried unanimously.**

Policy Committee

Trustee Rowe reviewed the minutes of the Committee's last meeting and reviewed the following policies:

- Policy 1-14 – Solicitations. This new policy prohibits soliciting on campus without prior approval of the President. Chairman Knudson asked if this is currently a problem. Trustee Rowe stated it is at times, especially in student housing.
- Policy 2-31 – Public Communication. This new policy limits the authority to issue public statements to the President or designee. Chairman Knudson stated a similar policy was approved several years ago. The policy was referred back to Committee for further research.
- Policy 2-2 – Compensatory Time. Trustee Rowe reviewed the revisions to the policy. Chairman Knudson asked if there is a corresponding College procedure. There is; it will undergo review.
- Policy 2-3 – Direct Grant of Sick Leave. Trustee Rowe reviewed the revisions to the policy which remove reference to sick leave granted before 1975.

- Policy 2-6 – Faculty Development Fund. Trustee Rowe stated the policy has been revised to include the correct corresponding Article from the 2017-2019 GFT Master Agreement. Chairman Knudson suggested writing policies with general language to avoid these types of situations. The policy will go back to Committee for further edits.

The Committee recommends the Board approve all policies except BP 2-31.

Chad called for public input. Karen Ryan stated her concern about a lack of information regarding changes to the meal plans. She would like more information and to be more involved in the discussions as it affects her business. Trustee Wilondek agreed Ms. Ryan should be involved in the discussions and encouraged her to attend the Finance Committee meetings.

Holly Dershem-Bruce suggested language changes to Policy 2-6 – Faculty Development Fund.

There were no further comments from the public.

New Business

Set Board of Trustees Election

- Trustees Wilondek/Stanhope moved/seconded to set the Board of Trustees election. There was no discussion.
 - **Motion carried unanimously.**

Board Evaluation

- Chairman Knudson distributed the results of the Board's self-evaluation. Discussion followed. Key areas for improvement, such as onboarding new trustees and holding board retreats twice a year, were noted.
- Trustees Rowe/Wilondek moved/seconded to accept the 2018 Board of Trustees' Self-Evaluation as presented.
 - **Motion carried unanimously.**

President's Contract

- Stanhope/Handran moved/second to approve the President's contract as presented. Trustee Wilondek stated he is pleased with a five-year contract; it is a different and very positive approach. There was no further discussion.
 - **Motion carried**
- Chairman Knudson thanked President Mickelsen for his leadership.

Information

Faculty Presentation – Baseball/Softball Program

- The Trustees toured the Indoor Practice Facility and Training Room.

Staff Presentation – Tutoring Program

- Tami Johnson reviewed the new tutoring program and stated she enjoys this work. Both tutors are attending classes and working with faculty and students. She noted there is a high demand for math tutoring. The tutors plan to create study groups and offer services in the evenings and on weekends. Trustee Rowe asked if student-athletes have access to these services when they are traveling. Discussion followed.

Open Forum for Public Input

- Chairman Knudson called for public input.
 - Trustee Fritsch stated she would like to see more press releases regarding academics.

There were no comments from the public. The meeting adjourned at 6:30 p.m.