

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: June 25, 2018

Meeting Location: Board Room

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 June 25, 2018

Chad Knudson, Chairman

Darla Handran, 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	No
Darla Handran	Trustee	DCC Board of Trustees	Yes
Rich Rowe	Trustee	DCC Board of Trustees	No
MaryAnn Vester	Trustee	DCC Board of Trustees	No
Mike Wilondek	Trustee	DCC Board of Trustees	Yes
Scott Mickelsen	President	Dawson Community College	No
Traci Masau	Interim Vice President – Academic and Student Affairs	Dawson Community College	Yes
Community Members Present			
Justin Beach		DCC	
Suela Cela		DCC	
Holly Dershem-Bruce		GFT	
Chris Deverell		Ranger Review	
Dennis Harp		DC Foundation	
Jennifer King		DCC	
Jayne Mitchell		Dawson County	
Kathleen O’Leary		DCC	
Joe Peterson		DCC	
Karen Ryan		Glendive	
Leslie Weldon		DCC	

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
DCC Board Room
Monday, June 25, 2018–5:30 p.m.
Recorded by Randi Johnson**

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

Correspondence

- A letter of resignation was submitted by Trustee Fritsch.

Minutes

- Trustees Handran/Stanhope moved/seconded to approve the minutes of the May 21, 2018 meeting. There was no discussion.
 - **Motion carried unanimously.**

Reports:

President

The President's report stands as submitted. Ms. Masau and Ms. Cela summarized enrollment information attached to the report. Ms. Cela also noted that summer enrollment is up 23 percent compared to last year and that applications for the fall semester are up 30 percent. Discussion followed. Chairman Knudson asked if the low unemployment rate is affecting enrollment. Ms. Cela stated at this time she is seeing little to no impact.

Finance Committee

Minutes of the last meeting and the list of vouchers were reviewed. Discussion followed.

HR Committee

Trustees reviewed the minutes of the last meeting and the HR Report. Discussion followed.

Chairman Knudson called for public comment. There was none.

Consent Items

- Trustees Wilondek/Stanhope moved/seconded to approve the vouchers and the HR report. Trustee Stanhope asked about the status of the wage claims. Ms. O'Leary stated the judge has yet to issue a ruling in the matter.
 - **Motion carried unanimously.**

New Business

Trustee Resignation

- Trustees Stanhope/Wilondek moved/seconded to accept, with regret, the resignation of Trustee Fritsch.
 - **Motion carried unanimously.**

Trustee Appointment

Chairman Knudson asked if the Board would like to follow past procedures to appoint a new trustee. Discussion followed. The Board agreed to invite candidates to submit letters of interest to Chairman Knudson.

FY2019 Budget

Kathleen O'Leary distributed preliminary budget information and stated that the budget will be voted upon at the board meeting on July 25. Ms. O'Leary noted enrollment has grown 20 percent during the last two years. She applauded the efforts of the collective bargaining units and the Human Resources Department noting no grievances were filed this past year. She thanked the DC Foundation for its support of the College. Ms. O'Leary also noted several challenges during the last fiscal year, including turnover and vacancy in key positions, and the delayed opening of TAC. Discussion followed.

Projected revenues and expenses were reviewed. Ms. O'Leary stated that the increase in budgeted salaries is due in part to automatic wage increases in the collective bargaining units and wage increases for exempt personnel. Other increases are due to new positions. Trustee Wilondek asked if it is possible to combine functions of the proposed positions. Trustee Handran asked if any of the positions can be contracted. Discussion followed. Additional questions regarded athletic waivers.

Ms. O'Leary informed the Trustees about the progress of the state's funding formula review. She also reviewed the use of the Oil & Gas Fund, CCCOnline Fund and Ullman Fund in FY19. Discussion followed regarding the sustainability of these funds as well as the need to grow unrestricted revenue.

Further discussion regarded the size and scope of the budget. The Trustees will consider the budget information and review it more thoroughly at its retreat in July. Ms. O'Leary invited the Trustees to call or email any questions or comments about the proposed budget.

Open Forum for Public Input

- Chairman Knudson called for public input. Ms. Dershem-Bruce commented that it seems the College is going through a structural reorganization and that she would like to see an organizational chart.

The meeting adjourned at 7:00 p.m.