

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: March 26, 2018

Meeting Location: Board Room

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 March 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	
Jennifer King		DCC	
Dr. Tsai Ying Li		DCC	
Kristi Powell		DCC	
Darren Ryan		Glendive	
Karen Ryan		Glendive	
Leslie Weldon		DCC	

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

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

Correspondence

- The Dawson County Clerk and Recorder sent notice of a public hearing for a new or expanding business classification application from Upper Badlands Wind Development LLC. President Mickelsen stated he will attend the hearing on April 17. Discussion followed.

Minutes

- Trustees Stanhope/Wilondek moved/seconded to approve the minutes of the February 26, 2018 meeting. There was no discussion.
 - **Motion carried unanimously.**
- Trustees Handran/Rowe moved/seconded to approve the minutes of the March 15, 2018 Special Board Meeting. There was no discussion.
 - **Motion carried unanimously.**

Reports:

President

President Mickelsen announced the tentative schedule regarding the Board of Regents visit on April 11. A community presentation and a dinner are being planned. Information will be provided to the Board as plans are finalized.

President Mickelsen stated that the start date for The American Campus has been moved to August 27. The College has incurred approximately \$20,000 to date in TAC-related expenses and had anticipated approximately \$50,000 in revenue in the first semester. Discussion followed.

Further discussion regarded the Cross Country program. The program is hoping to recruit 20 students. Revenue from the program is estimated at \$120,000 offset by start-up costs of approximately \$50,000. Discussion followed.

Trustee Vester asked about the computer coding program. Ms. Masau stated students can begin at any time online and that on campus classes will start in June. The program is being advertised and potential students have expressed an interest in the program.

Finance Committee

Trustee Wilondek reviewed the minutes of the last meeting. He stated the Committee reviewed the Obsolete/Surplus Equipment List and recommends approval by the Board. Chairman Knudson asked about meal plan negotiations. President Mickelsen noted discussions are on-going and that he will meet with students next week.

HR Committee

Chairman Knudson reviewed the minutes of the last meeting and noted the Committee recommends the Board approve the Human Resources report. Trustee Rowe asked if the report had changed since the Committee met. Ms. Weldon stated the report had not changed and noted the positions of IT Director and Vice President of Business and Finance have been reopened.

Policy Committee

Trustee Rowe reviewed the minutes of the Committee's last meeting. The Committee recommends the Board approve the following policies:

- Policy 1-14 – Solicitations. This new policy prohibits soliciting on campus without prior approval of the President.
- Policy 2-31 – Public Communication. This new policy limits the authority to issue public statements to the President or designee. Chairman Knudson asked if this policy attempts to restrict board members from making public comment. It does not.
- Policy 2-2 – Compensatory Time. Trustee Rowe reviewed the revisions to the policy which replaces the language "Administrators (President and Deans)" with "Exempt employees."
- 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 revised policy removes reference to specific Articles within the 2017-2019 GFT Master Agreement.
- BP 2-12 – External Employment: Trustee Fritsch stated that faculty determine their on-campus schedules; therefore, the Committee recommends changing "assigned work hours" to "scheduled work hours."

Chairman Knudson asked for public comment. There were none.

New Business

List of Vouchers

- Trustees Stanhope/Rowe moved/seconded to approve the vouchers as presented. There was no discussion.
 - **Motion carried unanimously.**

Human Resources Report

- Trustees Handran/Wilondek moved/seconded to approve the report. There was no discussion.
 - **Motion carried unanimously.**

Policies

- Trustees Vester/Wilondek moved/seconded to approve the new/modified policies as presented. There was no discussion.
 - **Motion carried unanimously.**

Mission Statement

- Trustees Stanhope/Vester moved/seconded to approve the Mission Statement as presented. Trustee Fritsch questioned the phrase “global communities.” Chairman Knudson stated he does not support a change to the Mission Statement. Trustee Rowe asked what prompted the change. Ms. Masau replied that a mission statement is part of the NWCCU accrediting process and by design the mission statement forms the basis for all campus decisions. Discussion followed.
 - **Trustees Rowe, Stanhope, Vester and Wilondek voted aye; Trustees Knudson, Fritsch and Handran voted nay. Motion carried.**

Obsolete/Surplus Equipment

- Wilondek/Vester moved/seconded to approve the Obsolete/Surplus Equipment List as presented. There was no discussion.
 - **Motion carried unanimously.**

Information

Faculty Presentation – Dr. Tsai-Ying Li

- Dr. Li distributed a handout and presented information to the Board regarding the music program. Trustee Rowe asked about recruiting efforts and if dual credit is available. Dr. Li stated she is actively recruiting students and that dual enrollment in music is currently offered at DCHS. Trustee Vester commented that she is pleased that two of the music classes offered are core classes. The Board thanked Dr. Li for her presentation.

Staff Presentation – Kristi Powell

- Ms. Powell gave a presentation about the Campus Bookstore. Throughout the year, the bookstore opened for 28 events resulting in increased sales. At this time, revenue is expected to exceed that of last year. She noted that the bookstore has an Instagram account and a new website is being developed. The Board thanked Ms. Powell for her presentation.

Open Forum for Public Input

- Chairman Knudson called for public input.
 - Ms. Diegel announced the Rodeo Banquet will be held Friday evening at EPEC.
 - Ms. Dershem-Bruce announced that MEA/MFT have merged and is now known as Montana Federation of Public Employees (MFPE). She will attend its annual meeting.

There were no further comments from the public. The meeting adjourned at 6:35 p.m.