

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: January 22, 2018

Meeting Location: Board Room

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 January 22, 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
John Cech	Deputy Commissioner	Office of the Commissioner of Higher Education	No
Community Members			
Holly Dershem-Bruce		GFT	
Danielle Dinges		DCC	
Brian Fulton		DCC Student	
Chris Ingram		DCC	
Jennifer King		DCC	
Stephanie Lewis		DCC	
Darren Ryan		Glendive	
Karen Ryan		Jolly Roger Galley	
Kyle Vuille		Ranger Review	
Leslie Weldon		DCC	

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
DCC Board Room
Monday, January 22, 2018–5:30 p.m.
Recorded by Randi Johnson**

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

Correspondence

- There was no correspondence.

Minutes

- Trustees Stanhope/Rowe moved/seconded to approve the minutes of the December 18, 2017 meeting. There was no discussion.
 - **Motion carried unanimously.**

List of Vouchers

- Trustees Handran/Vester moved/seconded to approve the vouchers as presented. Trustee Handran questioned the payment to Eide Bailly. Ms. King stated this is a partial payment for the annual audit. Discussion followed.
 - **Motion carried unanimously.**

Human Resources

- Trustees Wilondek/Handran moved/seconded to approve the report. Questions were asked about the positions of corrosion technology instructor and vice president of business and finance. Discussion followed.
 - **Motion carried unanimously.**

New Business

2018 Board Meeting Schedule

- The Trustees reviewed a board meeting schedule for the calendar year. Trustee Handran noted the September meeting date should be changed to September 24. Trustees Stanhope/Rowe moved/seconded to approve the Board Meeting Schedule as corrected.
 - **Motion carried unanimously.**

Change Order – Ullman Center Roof

- President Mickelsen withdrew the request for the change order noting that funding is not available at this time. The Finance Committee recommended the Board take no action.
 - **No motion was made and no action was taken.**

Ullman Fund Investment Portfolio

- Trustee Wilondek stated the Finance Committee met with the Ullman Fund investment advisor, Allan Sevier, to discuss asset allocation. Mr. Sevier noted the Fund has a healthy mix of stocks, bonds, and cash, and is conservatively invested. He recommended no changes to the portfolio at this time. The Finance Committee agreed with the recommendation. Discussion followed.
 - **No motion was made and no action was taken.**

NWCCU Ad Hoc and Mid-Cycle Evaluation Reports

- Ms. Masau informed the Board that the NWCCU Ad Hoc Report for program review and institutional effectiveness is due March 1. She also noted the Mid-Cycle Self-Evaluation is due February 28 and NWCCU evaluators will be on campus March 28. Discussion followed.

Policies

- Trustees Fritsch/Handran moved/seconded to approve Board Policy 1-4 as presented. Trustee Rowe reviewed the Policy Committee's recommended changes to the policy. There was no discussion.
 - **Motion carried unanimously.**
- Trustees Handran/Wilondek moved/seconded to approve Board Policy 1-5 as presented. Trustee Rowe reviewed the Policy Committee's recommended changes to the policy. Chairman Knudson recommended that meeting notices are also posted on the College website.
 - **Motion carried unanimously.**

President's Contract

- The HR Committee recently met with President Mickelsen for contract negotiations. A draft of the proposed contract will be reviewed by the Trustees at the Board Retreat.

Strategic Plan

- President Mickelsen informed the Board that a committee has met throughout the past four months to develop a new mission statement, core themes, and strategic plan. Regional community forums will be held the week of February 5. The strategic plan will be finalized and presented to the Board at the regularly scheduled meeting on February 26 and submitted to NWCCU as part of the Mid-Cycle Self-Evaluation.

Welding Program

- Chris Ingram, welding instructor, presented a review of the Welding Program. Questions asked by the Trustees regarded class size, growth of the program and local training options for area businesses such as BNSF. The Board thanked Mr. Ingram for his presentation.

Financial Aid Services

- Danielle Dinges, Director of Financial Aid provided a review of her department. Of particular note, \$1.53 million in financial aid has been awarded during the 2017-18 academic year and financial aid applications have increased 35 percent compared to last year. The Board thanked Ms. Dinges for her presentation.

Reports

Finance Committee

- The report was accepted as submitted.

Policy Committee

- The report was accepted as submitted. Trustee Fritsch suggested the Board base its self-evaluation on Board Policy 1-6 Legal Basis and Authority.

President

- The report was accepted as submitted. President Mickelsen stated funding formula discussions have begun in Helena. Discussion followed.
- Trustee Rowe asked about the progress of The American Campus. President Mickelsen noted that 40-50 students are expected to start the semester which begins February 26. Trustee Fritsch asked about recouping the cost of travel to Mauritius. The costs will be recovered through unrestricted tuition revenue.
- President Mickelsen noted a proposed meat processing facility planned for eastern Montana will have a tremendous impact throughout this part of the state. Discussion regarded potential opportunities for DCC's agriculture program.

AVPASA

- The report was accepted as submitted. Ms. Masau addressed questions about student-athletes' fundraising efforts. Chairman Knudson stated student-athletes must clearly communicate the purpose for their fundraising and what they are asking from the community.
- Stephanie Lewis provided a report on student housing.

Open Forum for Public Input

- Chairman Knudson called for public input.
 - Trustee Fritsch requested that at its next meeting, the Board consider the need for policy regarding any change to a designated use of a building.

There were no comments from the public. The meeting adjourned at 6:40 p.m.