

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: December 16, 2019

Meeting Location: Board Room

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
 Board of Trustees Meeting
 December 16, 2019

Chad Knudson, Chairman

Darla Handran, Vice Chairman

Attendance

Name	Title	Organization	Present
Chad Knudson	Chairman	DCC Board of Trustees	Yes
Darla Handran	Vice Chairman	DCC Board of Trustees	Yes
Spencer Johnson	Trustee	DCC Board of Trustees	Yes
Cindy Larsen	Trustee	DCC Board of Trustees	No
Rich Rowe	Trustee	DCC Board of Trustees	Yes
MaryAnn Vester	Trustee	DCC Board of Trustees	No
Mike Wilondek	Trustee	DCC Board of Trustees	No
Scott Mickelsen	President	Dawson Community College	Yes
Traci Masau	Vice President – Academic and Student Affairs	Dawson Community College	Yes
Leslie Weldon	Vice President – Advancement and Human Resources	Dawson Community College	Yes
Jennifer King	Director of Business Operations	Dawson Community College	Yes
Community Members Present			
Dennis Harp		DC Foundation	
Brendan Heidner		Ranger Review	
Sarah North Wolfe		DCC	

**Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, December 16, 2019–5:30 p.m.
Recorded by Randi Johnson**

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

Oath of Office

Chair Knudson administered the Oath of Office to Trustee Spencer Johnson.

Correspondence

The Trustees reviewed a letter from Mike Carlson regarding the possibility of drone training on campus.

Minutes

- Vice Chair Handran/Trustee Rowe moved/seconded to approve the minutes of the November 25, 2019 meeting. There was no discussion.
 - **Motion carried unanimously.**

Reports:

President

The report stands as submitted. President Mickelsen attended the LFC's education subcommittee meeting and commented on the funding formula discussions. Additional discussion regarded MLEA meetings in Helena, and the Heal the Hero program. Trustee Rowe asked about international partnerships. President Mickelsen noted that The American Campus is seeing enrollment grow approximately 15% each semester and has 17 students enrolled in the current semester. Work is in progress to bring a 2-3 week summer exchange program to DCC for students from Mexico to live and learn in eastern Montana.

Finance Committee

Vice Chair Handran reviewed the minutes of the last meeting and the vouchers list. Discussion regarded rebalancing the investment portfolio. Ms. King stated the county attorney is reviewing this issue.

President Mickelsen reviewed the building use agreement with the Lewistown School District and noted the school district will consider a two-year term. Ms. King reviewed a cost analysis spreadsheet. Additional discussion regarded the positions of coordinator and director. Discussion followed. The Lewistown School District Board of Trustees will consider the lease agreement at its meeting in January.

The mandatory student fees schedule was reviewed. Increases to the building repairs and maintenance fund, along with new student success and health services fees total 7% or \$4.00 per credit. Increases to the building repairs and maintenance fund will be used to repair/replace the parking lots. The student success fee will help provide for an academic advisor and the health services fee will be used for mental health services.

HR Committee

Minutes of the last meeting and the HR Report were reviewed. Discussion followed.

Dawson College Foundation

Dennis Harp, executive director, provided an overview of Foundation activities during 2019. The Board thanked Mr. Harp for his report.

Chairman Knudson called for public comment. There was none.

Consent Items

- Trustee Rowe/Vice Chair Handran moved/seconded to approve the Vouchers List and HR Report.
 - **Motion carried unanimously.**

New Business

Student Fees

- Vice Chair Handran/Trustee Johnson moved/seconded to approve changes to the mandatory student fees schedule. Discussion followed. Trustee Rowe asked if waivers would increase to offset the increased fees. Ms. King stated that waivers are unchanged at this time. Changes to the fee schedule would become effective Fall 2020. A lengthy discussion regarded the position of academic advisor.
 - **Motion carried unanimously.**

Lewistown Building Use Agreement

- Trustees Rowe/Johnson moved/seconded to approve a two year lease negotiated by President Mickelsen. Discussion followed.
 - **Motion failed.**
- Trustee Rowe moved to allow President Mickelsen to negotiate a new lease agreement, with final approval from the Board of Trustees. Discussion followed. There was no second.
 - **Motion died.**

Committee Reassignments

No action was taken.

Board of Trustees Self-Evaluation

Chair Knudson asked the Trustees to complete and return the self-evaluation form prior to the Retreat in January.

Open Forum for Public Input

- Chairman Knudson called for public input. There was none.

The meeting adjourned at 6:46 p.m.