
DCC BOARD OF TRUSTEES
MEETING MINUTES

Meeting Date: February 22, 2021

Meeting Location: DCC Board Room

Approval: FINAL

Recorded By: Erin Kaufman

Attendance

Name	Title/Organization	Present
Chad Knudson	Chair	Yes
Darla Handran	Vice Chair	Yes
Spencer Johnson	Trustee	No
Cindy Larsen	Trustee	Yes
Sarah Thorson	Trustee	Yes
Mike Wilondek	Trustee	Yes
Scott Mickelsen	President	Yes
Suela Cela	VP – Academic and Student Affairs	Yes
Erin Kaufman	Academic Coordinator	Yes
Leslie Weldon	VP – Advancement and Human Resources	Yes
Laurie Huber	Director – DCC Lewistown	Yes
Katie Carrier	Dean	Yes
Tyrel Huseby	DCC IT	Yes
Community Members		
Maria Zimdars	Paramount Ag Service	Yes
Haley Vance	Ag Student, Rodeo	Yes
Jud Colliness	Ag Student, Rodeo	Yes

Chad Knudson, Chair

Darla Handran, Vice Chair

Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, February 22, 2021 5:30 pm
Recorded by Erin Kaufman

The meeting was called to order by Chair Knudson at 5:38 p.m. The Chair called for introductions.

Correspondence

The Trustees reviewed a letter received from NWCCU accepting the Ad Hoc Report that we sent in.

Minutes

- Trustee Wilondek /Vice Chair Handran moved/seconded the motion to approve the minutes of the January 25, 2021 board meeting correcting an error on the financial report missing part of a sentence, no other issues.

Motion carried unanimously.

Reports

President Mickelsen:

- Thanks to Erin Kaufman for assisting while waiting for Staci to begin her duties in Mid-March.
- New Finance Manager will begin half time on March 1, 2021 and will be fulltime May 1, 2021. Becky from Flathead Community College has agreed to be his mentor.
- Growth this year has been amazing, tuition is up \$100,000, 37% increase, DCC has added \$400,000 into the reserve. The college has saved \$316,000 this year compared to this time last year. (Mostly from no travel of the athletic teams etc.) Records indicate 79% of our students either finish here or go on to finish their education somewhere else.
- MLEA is moving forward, Richland County Sheriff Department has contacted Rick, they are in need of some training and would like our help getting their department the training needed.
- Quonsets across from the high school have been taken over by DCC, as we own them. We are hoping to use this building for the Criminal Justice program.
- Legislative update given, no concerns or issues at this point, things are moving fast.
- We have had zero active COVID cases in the last three weeks of testing the athletes. If we continue to have zero cases this week and next, we will drop the mask requirement. It will be an option, although Faculty can require in their classrooms if so desired. Also, plan to have the Salad Bar and Buffet set up in Mid-March if the numbers remain low. We will require masks, gloves and follow other sanitary guidelines.

Laurie Huber with Lewistown:

- Central Montana Campus is beginning to taking shape; Laurie has been busy meeting with many locals. Four areas Laurie will share with us work force development, high school dual enrollment, community engagement, admissions and recruitment.

Work Force Development:

- Doing presentations at local education boards. Needs assessment task force of Snowy Mountain development, focusing on grants, and scope of need for businesses. Fergus County Port Authority looking at some of the dire needs; housing and childcare are top priorities in the area. Next week with the support of faculty and Montana Works hosting an early childhood presentation and dialog with representation from the Lewistown area. Promoting a CDL course that we are planning to be offer in the middle of March.

High School Dual Enrollment:

- Important foundation to get teachers on board for this aspect. We had a teacher's information session with Sarah North Wolfe, we expected twelve teachers and had ten attend. They are eager and anxious to work with us. I am also working with homeschooling association and central Montana outreach to areas close to Lewistown to get them involved in dual enrollment courses.

Community Engagement:

- I have ended up on the chamber board, looking and talking with the Boys and Girls Club to keep the Dawson name out in the public.

Admissions and Recruitment:

- We are recruiting adjunct instructors to bring credit and noncredit classes to the area this summer as well as bring admissions, recruitment and FAFSA sessions to the local area. The community has welcomed Dawson Community College with open arms.

Katie Carrier Ag Learning Lab

- Ag Learning Lab also called teaching cattle herd. The construction of this will include using the welding department. There should be no additional expenses, as we will have our students do most of the work. The Ag Learning Lab should have a heavy impact on recruiting and attracting students to DCC's Ag Department in a positive way. Students themselves will be on the different committees for the Ag Learning Lab. They will be involved in making some major decisions and see impacts of the decisions they have made. Hands on learning aspect teaching in the classroom and going to the lab to incorporate what has been taught in the classroom. We are hoping that the cafeteria will be able to use the beef that we produce. We have 336 acres in the area, we are not asking for a full building we are looking for a pole born with three covered sides. We would start with ten head of cattle; plans are still in the process. Would like to have the herd here year round, could lease some pasture for the summer month if needed. Looking to grow the program even more than we have in the last year. New Agriculture instructor would probably be contracted for twelve months, students will help when they are on campus.

Questions from the board were answered by Dr. Mickelsen and Katie Carrier

- Two current student's and one alumni were in attendance to say that they believe having an Ag Learning Lab would help with recruiting for the Ag department as well as the Rodeo team. These students state this would have been a huge benefit for them, they enjoy learning hands on and experiencing the aspects of what would be offered.
- The possibility of having an Arena here on campus, having our horses here would be so beneficial.

Finance Committee Meeting report by Trustee Wilondek:

- Replacing the walkway by the old IT department, we will be putting the MLEA conference area in that part of the building. Students did approve to use the funds.
- If we keep increasing enrollment we need to add more dorms.
- Update on the busses; reverse works now, water in the transmission, filters were replaced. Heating issue in the big bus, a short in the wiring had to be fixed, as well window washer part replaced. A bus was loaned to us from the high school to get the teams to North Dakota last week.

- Vouchers in the packet, question about a couple of blanks on the voucher list. These will be updated when Tammy receives the bills.

Policy Committee Report by Trustee Thorson:

- No meeting for the month of February

HR Committee Report by Vice Chair Handran:

- Update on Ag Learning Lab
- Contracting out for Grant Writer
- We have hired Staci as the Assistant to the President, she will begin duties on March 16, 2021.
- We have hired Finance Manager
- COVID Educator/ Welcome person job posting will be coming out soon.
- Hiring of Faculty, Adjunct and other staff.
- NJCAA wanted more information on the student who lost her wallet with money inside, community and others wanted to help the student out, this is against NJCAA policy.

Chairman Knudson called for public comment. There was none.

Consent Items

Motion carried unanimously.

- Vice Chair Handran /Trustee Wilondek moved/seconded the motion for the Vouchers List, HR Report, Presidents report.

New Business

- Trustee Wilondek makes a motion/ Trustee Thorson second the motion Election for Trustees on Tuesday May 4, 2021 two-three year positions, and two-two year positions.
- Ag Learning Lab on the table and look into the finance options. Will revisit next meeting.

The meeting adjourned at 7:27 p.m.