

DCC BOARD OF TRUSTEES

MEETING MINUTES

Meeting Date: May 18, 2020

Meeting Venue: Video Conference

Approval: FINAL

Recorded by: R. Johnson

Dawson Community College
Board of Trustees Meeting
May 18, 2020

Chad Knudson, Chairman

Darla Handran, Vice Chairman

Attendance

Name	Title/Organization	Present
Chad Knudson	Chair	Yes
Darla Handran	Vice Chair	Yes
Dr. Spencer Johnson	Trustee	Yes
Cindy Larsen	Trustee	Yes
Rich Rowe	Trustee	No
Mary Ann Vester	Trustee	Yes
Mike Wilondek	Trustee	Yes
Dr. Scott Mickelsen	President	Yes
Leslie Weldon	VP – Advancement and Human Resources	No
Jennifer King	Director – Business Operations	Yes
Randi Johnson	Assistant to the President	Yes
Community Members		
Suela Cela	DCC	Yes
Comer Hobbs	Davey Coach	Yes
Jon Langlois	DCC	Yes
Chuck Nelson	Davey Coach	Yes
Joe Peterson	DCC	Yes
Katy Peterson	DCC	Yes
Marc Roe	DCC	Yes
Dr. Shamani Shikwambi	DCC	Yes
Rick SyWassink	DCC	Yes
Dexter Thiel	Thiel Bros. Roofing	Yes
Todd Thompson	DCC	Yes
Eric Wozniak	American Bus	Yes

Dawson Community College Board of Trustees
Minutes of the Regular Board Meeting
Monday, May 18, 2020–5:30 p.m.
Recorded by Randi Johnson

The meeting, held via an online meeting platform and streamed live on DCC's Facebook page, was called to order by Chair Knudson at 5:30 p.m. The Chair informed viewers on Facebook of the process to submit public comment.

Correspondence

- An email was received from Trustee Gary Carlson of Bitterroot Community College in Hamilton.

Minutes

- Trustees Vester/Johnson moved/seconded to approve the minutes of the special meeting held on April 9, 2020. There was no discussion. The vote was taken by roll call.
 - **Motion carried unanimously.**
- Trustees Wilondek/Larsen moved/seconded to approve the minutes of the regular meeting held on April 27, 2020. There was no discussion. The vote was taken by roll call.
 - **Motion carried unanimously.**

Reports:

President

The report stands as submitted. President Mickelsen noted that Montana colleges and universities have been asked to consider shortening the fall semester due to the coronavirus. Strategies and alternatives for DCC were discussed. A decision will be announced in the next several weeks. He updated the Board on other College matters. Discussion followed.

Finance Committee

Trustee Wilondek noted the Committee met on May 7 and May 14. He reviewed the minutes of both meetings. Discussion followed regarding the RFP to replace the Ullman Center exterior siding. One bid was received from Thiel Bros. Roofing of Sidney, in the amount of \$189,552. Further discussion regarded the cost to replace the skylight which is approximately \$20,000.

Trustee Wilondek also review the RFP for the purchase of a bus and noted a number of bids were received. The committee chose to eliminate bids that did not offer under-carriage storage; two bids remained for consideration:

- A 2019 Freightliner Supercoach; 50 passenger capacity; 40,000 Miles - \$205,000 from American Bus Sales of Collinsville, Oklahoma
- A 2010 MCI Touring Coach, 57 passenger capacity; 467,620 miles - \$225,000 from Davey Coach of Sedalia, Colorado

Representatives from both companies were at the meeting to answer questions. The pros and cons of both buses were discussed at length by the Board.

The vouchers list was reviewed. There were no questions.

HR Committee

Trustee Larsen reviewed the minutes of the last meeting and the HR Report. She noted that VP Masau will be missed. Chair Knudson asked about the process to fill the position. Trustee Larsen asked about the status of the librarian position. Discussion followed.

Faculty Presentation

Rick SyWassink informed the Board about MLEA training which is scheduled to be held on campus in July. He also discussed his ideas to create a justice training institute at the College. Furthermore, Mr. SyWassink discussed placing the AAS – Private Security and AAS – Pease Officer programs into moratorium. Discussion followed.

Chairman Knudson called for public comment. There was none.

Consent Items

- Trustees Wilondek/Vester moved/seconded to approve the Vouchers List and HR Report as presented. The Chair held a roll call vote.
 - **Motion carried unanimously.**

New Business

Approve NWCCU Substantive Change Form - Lewistown

President Mickelsen noted this form is needed because we are offering classes at a new location. Discussion followed. Chair Knudson disagreed with the language in paragraph B. It will be corrected.

- Vice Chair Handran/Trustee Wilondek moved/seconded to the substantive change form. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**

Approve Program Moratorium

- Trustees Wilondek/Larsen moved/seconded to place the AAS – Private Security and AAS – Pease Officer programs into moratorium. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**

Ullman Center Bid

- Trustees Larsen/Johnson moved/seconded to approve the bid from Thiel Bros. Roofing excluding the skylight. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**

Bus Bids

Discussion regarded the two bids that were reviewed earlier in the meeting. The Board asked to delay the vote and requested additional information. A special meeting will be held at Noon on May 28.

- **No motion was made and no action was taken.**

Adopt Resolution

The Trustees unanimously adopted a resolution thanking Trustee Vester for her dedicated service to the Board and the College.

Seat Board Members and Board Reorganization

- The oath of office was administered to Trustee Johnson.

Chair Knudson called for nominations for Chair, Vice Chair, and Board Clerk.

- Trustees Larsen/Wilondek moved/seconded to reappoint Chad Knudson to the position of Chair. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**
- Trustees Vester/Larsen moved/seconded to reappoint Darla Handran to the position of Vice Chair. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**
- Trustees Larsen/Johnson moved/seconded to reappoint Randi Johnson to the position of Board Clerk. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**

The Board chose not to reorganize committee assignments at this time.

Appoint Trustee

- Chair Knudson noted that Trustee Wilondek's term expired. Vice Chair Handran/Trustee Larsen moved/seconded to appoint Trustee Wilondek to a new term of three years. There was no discussion. The Chair held a roll call vote.
 - **Motion carried unanimously.**
- The oath of office was administered to Trustee Wilondek.

Chair Knudson stated there is a vacant trustee position. The process to fill the position will be discussed at the next meeting.

Open Forum for Public Input

Chairman Knudson called for public input. There was none.

The meeting adjourned at 7:31 p.m.