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***DCC BOARD OF TRUSTEES***  
**MEETING MINUTES**

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Meeting Date: November 25, 2024

Meeting Location: DCC Board Room

Approval: FINAL

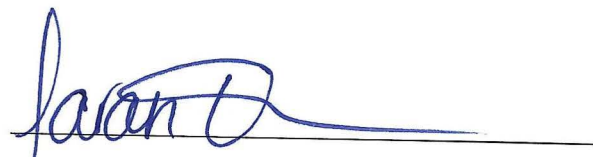
Recorded By: Becca Klang

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# Attendance for the November 25, 2024, Board of Trustee Meeting

Name	Title/Organization	Present
Cindy Larsen	Chair	Yes
Sarah Thorson	Vice Chair	Yes
Gloria Garceau-Glaser	Trustee	No
Brendan Heidner	Trustee	Yes
Jessica Duede	Trustee	Yes
Sandy Johnson	Trustee	Yes
Lesley Gibbs	Trustee	Yes
Chad Knudson	President of DCC	Yes
Becca Klang	Assistant to the President	Yes
Becky Smith	Dean of Finance and Operations	Yes
Daisy Nyberg	Interim Dean of People and Culture	No
BreAnn Miller	Interim Dean of Academic Affairs /DCC ALO	Yes
Nick Staffileno	DCC Faculty	Yes
<b>Community Members</b>		
Jamie Crisafulli	Ranger Review	Yes
Jon Fitch	Dawson County Resident	Yes
Dennis Harp	DC Foundation	Yes

  
Cindy Larsen, Chair

  
Sarah Thorson, Vice Chair

**Dawson Community College Board of Trustees  
Minutes of the Regular Board Meeting  
Monday, November 25, 2024, at 5:30 pm  
Recorded by Becca Klang, Amended by Chad C. Knudson**

**Chair Larsen called the meeting to order at 5:31 p.m.**

**I. Introductions**

Chair Larsen called for introductions. Introductions were made around the room.

**II. Correspondence**

A hand delivered letter of resignation from previous Head Baseball coach, Tyler Pollock, was distributed. President Knudson added input that he attempted to defuse the situation but with the history this has stemmed from Coach Pollock still chose to resign. The college will work as fast as we are able to find a good coaching option for this upcoming season.

There was also a letter included in the packet from community members regarding the District 2C Volleyball tournaments that are hosted at Dawson Community College. President Knudson stated that Coach Fritz has spoken to the leadership board for 2C Volleyball and this letter does not reflect how they feel. The leadership board actually are looking into having both the District 2C and Divisional 2C Volleyball tournament at Dawson Community College next year potentially.

**III. Minutes**

Vice-Chair Thorson moved to approve the minutes of the October 28, 2024, Regular Board Meeting with the suggested corrections. Trustee Gibbs seconded the motion. The motion passed unanimously.

**IV. Reports**

• **President's Update:**

President Knudson gave an update on various items around campus. Today was the last day to withdrawl from classes, Finals are taking place December 10, 11 and 12<sup>th</sup>, and Winter Session is scheduled to start December 16. Academic Leadership along with President Knudson went to NWCCU Annual Conference in Seattle and it was a great learning experience. Dawson Community College will have the four-year mid-cycle review in April and the new liaison with NorthWest has been very helpful and full of great incite information. BreAnn and Gina have been continually working with Bryce Humphreys as well preparing for the review.

• **Department Reports:**

Reports were included in the packet for review.

Dean Smith gave a brief update as to where the Audit is in the process with the Auditor. We did receive a draft back to review, however the Auditor we will work with is out of the office until December 4. Dean Smith is planning to work on the MDA for this and will base these numbers off of the financial report. OCHE and the Department of Education is aware we have a draft and are waiting until after December 4 to review it with the Auditor.

• **Legislative/OCHE/NWCCU Strategy and Review:**

President Knudson also gave an update on the recent information with the Legislative Sessions this year. Continued support and a good working relationship with the OCHE office has been helpful. OCHE has shared that community colleges aren't included in the One Two Free dual enrollment as we discovered in the funding formula there is a conflict in the language. OCHE was helpful with the preliminary language in House Bill 10 to help with the technology costs that come with the change of ERP's. President Knudson is thankful for the positive working relationship with OCHE.



- **OPI Grant Update:**

BreAnn Miller and Nick Staffileno presented information to the Board of Trustee's. Nick gave some background information on the vision and plan to the trustee's and stated the only modification with the original plan is the funding model is going from a grant to a contract.

**Finance Committee**

Meeting minutes are included in the board packet for review of the October 8, 2024, meeting. Vice-Chair Thorson reviewed the Finance Committee meeting minutes. Dean Smith gave an update on the Financial Aid disbursement along with the work Chris Payne has been working through. There were some ongoing issues but he only has a few left to process. Jon Fitch gave an update on the grant that was applied for regarding a course that has a purpose of identifying things that Native American's utilized that can be explained mathematically and/or scientifically.

**A copy of the voucher list was included in the board packet for review.**

**Human Resource Committee**

No meeting was held in November. President Knudson went over the progress that has been made with the recent resignation of the Head Baseball coach position.

**The updated Human Resource report was included in the board packet for review.**

**Policy Committee**

No meeting was held in November. The agenda will be pushed to December meeting.

**V. Public Comment**

Board Chair Larsen called for public comment. There was none.

**VI. New Business**

- **Alcohol Request letter Glendive Community Cancer Fund**

Vice-Chair Thorson moved to accept the Alcohol request for Glendive Community Cancer Fund – Night of Hope Dinner. Trustee Duede seconded the motion. Trustee Johnson and Trustee Gibbs abstained from vote as they both have ties with the Glendive Community Cancer Fund. Motion passed unanimous with other trustees.

- **Alcohol Request letter Hall of Fame Banquet**

Vice-Chair Thorson moved to accept the Alcohol request for Hall of Fame Banquet. Trustee Johnson seconded the motion. The motion passed unanimous.

- **OPI Grant**

This potential approval item will be tabled until a later meeting date.

**VII. Consent Items**

Trustee Heidner moved to approve the consent items distributed in the Board Packet. Trustee Duede seconded the motion. The motion carried unanimously. Motion passed.

**VIII. Press Releases are forwarded to Board members as they are issued.**

Chair Larsen stated that a photo was taken in Bozeman this past weekend with the Dawson Student, Jaiden Dulan, who was being honored. This experience overall was amazing and a great experience for the Montana students that were being honored.

**IX. Open Forum for Public Input on Dawson Community College Issues.**

Board Chair Larsen called for public comment. There was none.

**The Regular Board of Trustee meeting was adjourned at 6:35 p.m.**