

1 **Turtle Mountain Community College**  
2 **Special Board of Directors Meeting**  
3 **April 8, 2010**  
4 **5:00 p.m.**

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6 **OFFICIAL MINUTES**  
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9 **Board of Directors Present:** Ron Peltier, Leigh Jeanotte, Robert Lattergrass.

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11 **Board of Directors Absent:** Barbara Poitra.

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13 **Board of Trustees Present:** James Lindgren, Dwight Trottier, Donna Azure, Yvonne St. Claire.

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15 **Board of Trustees Absent:** John Frederick, Janice Azure, Alicia Lunday, Theresa Rivard, David Brien,  
16 Troy DeCoteau.

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18 **TMCC Employees:** Jackie De Los Santos, Dr. Jim Davis, Dr. Leonard Dauphinais, Dennis Bercier,  
19 Sandi LaRocque, Chad Davis, Dr. Bill Gourneau, Larry Henry, Wanda Laducer.

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21 **I. Call to Order:** Chairman Peltier called the meeting to order at 5:04 p.m.

22 **II. Roll Call:** Jackie De Los Santos Performed Roll Call.

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24 Yvonne St. Claire and Dwight Trottier are voting members.

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26 **III. Approval of Agenda:** Chairman Peltier asked for the motion to approve the agenda with  
27 changes. There were some changes, which are as follows: add: a) Job Descriptions under Other  
28 Business; and under Old Business move Developmental Leave Policy to item "G" and move all  
29 other items up. Dr. Leigh Jeanotte made this motion, seconded by Yvonne St. Claire. All were  
30 in favor. Motion carried.

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32 **IV. Old Business**

33  
34 **A. Dual Credit Handbook by Sandi LaRocque:** Sandi has attended this meeting to answer any  
35 questions on the Dual Credit Handbook. Discussion held. Dual Credit students will be charged  
36 \$88 per a credit, which includes tuition and fees. A write-up in the newspaper should be  
37 completed about dual credit. Chairman Peltier asked for the motion to approve the Dual Credit  
38 Handbook. Dr. Leigh Jeanotte made this motion, seconded by Robert Lattergrass. All were in  
39 favor. Motion carried.

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41 **B. Johnson Scholarship by Dr. Jim Davis:** Scholarship provides money to the college for  
42 scholarships as long as the college matches the donation amount. Discussion held. We have a  
43 fund available which could make the match for this year. Discussion held. Chairman Peltier  
44 asked for the motion to approve TMCC contributing \$100,000 for the match for the Johnson

45 Scholarship. Dwight Trottier made this motion, seconded by Dr. Leigh Jeanotte. All were in  
46 favor. Motion carried.

- 47  
48 **C. IT Purchase by Chad Davis:** Chad is requesting to have a purchase requisition approved by the  
49 board to purchase technical updates for the college. The PR is for the amount of \$77,700, which  
50 includes network upgrades, servers, and wireless internet updates. Discussion held. Have  
51 money from the AICF which is unrestricted and can be used for anything which is needed.  
52 Chairman Peltier asked for the motion to approved using the AICF unrestricted money to update  
53 the networks, servers, and wireless for \$77,700. Robert Lattergrass made this motion, seconded  
54 by Dwight Trottier. All were in favor. Motion carried.

55  
56 Sandi LaRocque exits at 5:31 p.m.

- 57  
58 **D. Trading Post by Dennis Bercier:** had the third bid opening on the project. We have recently  
59 received an additional \$150,000 for the project.

60  
61 Chad Davis exits at 5:36 p.m.

62  
63 The bids are as follows:

- 64 1. Keplin Construction--\$317,660  
65 2. ICS Inc. --\$346,622  
66 3. Riches Construction--\$352,180

67 Keplin Construction is the low bidder. The low bidder is still above the project budget by  
68 \$31,000. Discussion held. Dennis is to work with Keplin Construction to attempt to get the bid  
69 lower.

- 70  
71 **E. Hiring by Dr. Bill Gourneau:** Attempted to get a hiring committee together to hire for the  
72 Arrowhead positions. This attempt was unsuccessful. Dr. Gourneau is requesting to have a  
73 phone vote for hiring for the two positions once the committees have selected.

74  
75 The new hire requests are as follows:

- 76 1. Arrowhead Graphic Designer Manager. The committee's recommendation is Dustin  
77 Zaste. Chairman Peltier asked for the motion to concur with the committee's  
78 recommendation to hire Dustin Zaste. Dr. Leigh Jeanotte made this motion, seconded by  
79 Dwight Trottier. All were in favor. Motion carried.
- 80 2. Project Director/Curriculum Developer for ANA. The committee's recommendation is  
81 Alta Bruce. Chairman Peltier asked for the motion to concur with the committee's  
82 recommendation to hire Alta Bruce. Robert Lattergrass made this motion, seconded by  
83 Dr. Leigh Jeanotte. All were in favor. Motion carried.

- 84  
85 **F. Employment by Dr. Jim Davis:** The Board of Directors requested to enter into executive  
86 session with the Board of Directors and the Board of Trustees at 5:27 p.m. The Board requested  
87 to reconvene at 6:10 p.m.

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89 Chairman Peltier asked for the motion to approve Dr. Jim Davis' contract as previously  
90 negotiated with committee. Lengthy discussion held. Robert Lattergrass made the motion to

91 concur with the committee's recommendation for Dr. Jim Davis' contract, seconded by Dwight  
92 Trottier. All were in favor. Motion carried.

93  
94 A request to enter into executive session was made. The Board of Directors and Board of  
95 Trustees entered into executive session at 6:23 p.m. The Board requested to reconvene at 6:45  
96 p.m.

97  
98 **G. Developmental Leave Policy by Dr. Jim Davis:** It is being requested that this issue be resolved  
99 at this meeting. Developmental leave will be included in the FY11 budget, but we would like to  
100 request using soft money for this summer. Discussion held. The existing policy states that we  
101 still have developmental leave. Retroactive pay would possibly be an issue and would open it up  
102 for others to request to have previous education paid for. Lengthy discussion held. The current  
103 policy states that if the degree is a requirement for your current job, you may request it. The job  
104 descriptions state Master's Preferred (Sheila Trottier) and Doctorate Preferred (Wanda Laducer).

105  
106 The policy needs to be revisited, but at this time we need to follow what the policy states. The  
107 policy also states that a person who graduates with a degree while employed will receive a \$1000  
108 bonus as a reward.

109  
110 Dr. Leigh Jeanotte made the motion to approve the developmental leave if the degree is required  
111 for the position. Discussion held. Wanda Laducer is the acting Dean of Student Services.

112  
113 Dr. Leigh Jeanotte would like to amend his motion to read "explore funding for the two requests  
114 and to approve the developmental leave if it is required for the position and Administration will  
115 make this determination". Wanda Laducer's position is Financial Aid and it doesn't require a  
116 Doctorate Degree.

117  
118 Dr. Leigh Jeanotte would like to amend the motion to state that the approval is for Summer 2010  
119 through May of 2011, for a 12 month period. Discussion held.

120  
121 Dr. Leigh Jeanotte would like to amend his motion to read as follows: Dr. Leigh Jeanotte made  
122 the motion to explore funding for the two requests and to approve the developmental leave if it is  
123 required for the position and Administration will make this determination. The approval is for  
124 summer 2010 through May of 2011, for a 12 month period and Administration is to explore  
125 options to cover additional incurred expenses. This will cover tuition, fees, books, and supplies.  
126 Dwight Trottier seconded this motion. Discussion held. All were in favor. Motion carried.

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128 **V. Other Business**

129 **1. Job Descriptions by Dr. Leonard Dauphinais:** The Graphic designer job description was  
130 redesigned and we are removing the General Manager Position. We will be having savings due  
131 to this change.

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133 We received notification that the ICCA funding will be from July 1 of current year to June 30 of  
134 following year, so we will only be receiving  $\frac{3}{4}$  of our funding due to the change. The budget is  
135 being completed and it will be presented by May or June meeting. We need to schedule a policy  
136 meeting to go over TMCC's policies.

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Dr. Leigh Jeanotte recommends that Dr. Bill Gourneau and committee to review the pro's and con's of being a degree driven institution, rather than being position driven. It is the consensus of the board and is to be brought to the next board meeting.

Wanda Laducer exits at 7:42 p.m.

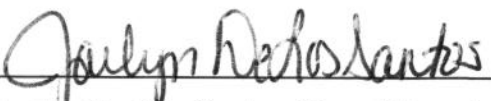
Dr. Bill Gourneau should go through the job descriptions and state what degree is required, rather than preferred. Each degree should have a minimum degree requirement.

**VI. Next meeting: April 26<sup>th</sup>, 2010 at 5:00 p.m.; TMCC Board Room**

**VII. Adjournment:** Chairman Peltier asked for the motion to adjourn. Dwight Trottier made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried. Meeting adjourned at 7:47 p.m.



**Ronald Peltier, Chairman**



**Jaclyn De Los Santos, Board Secretary**