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**Turtle Mountain Community College
Regular Board of Directors Meeting
March 1, 2010
5:00 p.m.**

OFFICIAL MINUTES

Board of Directors Present: Ron Peltier, Dr. Leigh Jeanotte, Barbara Poitra, Robert Lattergrass, Chad Davis.

Board of Directors Absent: none.

Board of Trustees Present: James Lindgren, Theresa Rivard, David Brien, Alicia Lunday, Donna Azure.

Board of Trustees Absent: Yvonne St. Claire, Dwight Trottier, John Frederick, Janice Azure, Troy DeCoteau.

TMCC Employees: Jackie De Los Santos, Rhonda Gustafson, Dr. Jim Davis, Tracy Azure, Wanda Laducer, Larry Henry, Dennis Bercier, Kathe Zaste.

Others Present: Anita Benson

Chairman Peltier called the meeting to order at 5:00 p.m.

Jackie De Los Santos performed roll call.

Chairman Peltier asked for the motion to approve the February 1st, 2010 minutes with corrections. Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.

Chairman Peltier asked for the approval of the agenda. A few changes are requested as follows: Add: 2.0.1 Resignation of Board Member, 2.3.3.1 Sponsored Programs Officer Position, 2.4.1 Approval of Dual Credit Handbook. Chairman Peltier asked for the motion to approve the agenda with the changes. Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.

2.0.1 Resignation of Board Member by Chad Davis

Chad Davis gave his resignation to the Board of Directors due to accepting a position at Turtle Mountain Community College. Chairman Peltier asked for the motion to accept Chad Davis' resignation. Dr. Leigh Jeanotte made this motion, seconded by Barbara Poitra. All were in favor. Motion carried.

Chairman Peltier placed Theresa Rivard and David Brien as voting members for the Board of Directors to establish a quorum.

46 Theresa Rivard would like it noted that the November 19, 2009 Board of Trustees
47 meeting minutes did not have a quorum.

48
49 Robert Lattergrass entered the meeting at 5:12 p.m.
50 David Brien is no longer a voting member.

51
52 **2.1 President's Report by Dr. Jim Davis**

53 **2.1.1 Governance/HCL**
54 See Appendix A.

55
56 Dr. Davis wanted to notify the Board that he received a letter from the Higher Learning
57 Commission (HLC) last week in reference to the issues in the past 6-8 months. The HLC
58 was provided with a copy of the Tribal Resolution. The Administrative Council and Dr.
59 Davis came to a consensus that they did not want to have a focus visit from the HLC at
60 this time. Discussion held.

61
62 The Board of Directors and Trustees are in agreement that they need to come to a
63 consensus about what the resolution has or hasn't changed between the two boards. The
64 Board of Directors feel that the resolution has changed the governance of TMCC, and
65 that any decision that they make can be overturned by the Board of Trustees by going to
66 the Tribal Council. Discussion held.

67
68 The Board of Trustees policies were changed at a Board of Directors meeting, without
69 their knowledge. We need to get the official by-laws for both boards. Lengthy
70 discussion held. Both boards would like to have an attorney look at the by-laws to clarify
71 any mistakes and make any changes necessary.

72
73 We need to have another meeting to draft a report to address the concerns that the HLC
74 have. This will be held on Thursday, March 4th, 2010 at 12:00.

75
76 Suggest bringing Tom Disselhorst to TMCC to review the by-laws. He can also assist
77 with the letter which needs to be sent to the HLC. Policies need to be brought to one
78 annual meeting, which was previously the March meeting. Lengthy discussion held. The
79 boards need to determine a process and procedure to follow on policies.

80
81 **2.1.2 Smoking on Campus, Policy Discussion**

82 The Student Senate is currently in the process of drafting survey questions and they will
83 be conducting the survey once it is completed. They would like to put up a designated
84 smoke area with a smoke shack. Need to determine if they are going to put the policy up
85 for all campuses or the main campus only. A large concern is that the ashtrays need to be
86 emptied and moved at least 20 feet away from the doors. Maintenance is responsible for
87 handling the moving of the ashtrays and emptying them. Chairman Peltier recommends
88 that Dr. Davis enforce TMCC's current policy.

89
90
91

92 **2.1.3 Native Language**

93 The Language and Culture Committee has been working on the Native Language
94 program. They would like to possibly have the program going by 2012. They have a
95 concern that they will not have enough language instructors if it is a requirement for all
96 students to have a native language course to graduate. Discussion held. Dr. Leigh
97 Jeanotte would like to recommend that the Language and Culture Committee take their
98 time at getting the program set up.

99

100 **2.1.4 Organizational Chart and 2.1.5 Vice President Update**

101 Dr. Davis is working on the organizational chart, but he would like to wait to have it
102 finalized until a Vice President is brought on board. Dr. Davis understands that he and a
103 few Administrative Council members would be involved in selecting the Vice President.
104 It is stated in the policy that the Board of Directors would be involved in hiring the Vice
105 President. Currently about nine applicants for the position and Dr. Davis would like to
106 advertise for an additional two weeks. This information will be brought to the all day
107 board meeting in March, along with the Organizational Chart. Chairman Peltier will be
108 involved in the interviews for the Vice President.

109

110 **2.1.6 Travel Reports/Travel Requests**

111 See Appendix B and C.

112

113 March 5, 2010 to Bismarck ND (see appendix C)

114 March 18-23, 2010 AIHEC Meeting, Phoenix, Arizona

115 Chairman Peltier asked for the motion to approve Dr. Davis' travel. Barbara Poitra made
116 this motion, seconded by Robert Lattergrass. All were in favor. Motion carried.

117

118 Chad Davis exited at 6:47 p.m.

119

120 Dr. Davis provided a summary on Appendix B, please see the attachment.

121

122 **2.1.7 Developmental Leave**

123 The developmental leave will be presented at the all day board meeting in March. The
124 2010 budget has not been approved and we would like to determine at the March meeting
125 if funding is available for the developmental leave. There currently is not a line item in
126 the budget for this.

127

128 **2.2 Comptrollers Report by Tracy Azure**

129 **2.2.1 PO's**

130 No PO's need to be approved at this time.

131

132 **2.2.2 Arrowhead Financial Statement Update**

133 See Appendix D.

134 It was previously requested to bring the financial statements to each meeting. Discussion
135 held on statements. Tracy Azure is requesting to bring the financial statements quarterly,
136 rather than monthly. Chairman Peltier approved the request, unless there is a large
137 discrepancy.

138 Arrowhead currently pays the salaries for two positions and TMCC covers the other
139 salaries. The positions for Arrowhead are being advertised again.

140

141 **2.2.3 Other**

142 At the December Quarterly meeting, the auditors brought up the need to have a travel
143 policy. This will be presented at the April meeting.

144

145 **2.3 Human Resources Report by Dr. Bill Gourneau**

146 **2.3.1 New Hires**

- 147 1. Youth Build Career Counselor – Corelle Allery was the recommendation for the
148 position. If Corelle does not accept the position, the alternate would be Anita
149 Benson. Chairman Peltier asked for the motion to concur with the committee’s
150 recommendation. Barbara Poitra made this motion, seconded by Dr. Leigh
151 Jeanotte. All were in favor. Motion carried.
- 152 2. Earth Science Instructor – Jason Dahl was the recommendation for the position
153 and they are requesting a provisional acceptance. We currently have not been
154 able to contact all of the references. Once the references are confirmed, Dr. Davis
155 can make the decision. Chairman Peltier asked for the motion to concur with the
156 committee’s recommendation, contingent on the reference check. Dr. Leigh
157 Jeanotte made this motion, seconded by Robert Lattergrass. All were in favor.
158 Motion carried.

159

160 **2.3.2 TMCC Personnel Contracts/Policies**

161 See Appendix E.

162

163 We would like to offer an agreement for employment, with terms, rather than a contract.
164 Discussion held. We currently are not an at-will institution, because we offer contracts to
165 all employees. After the initial employment agreement, employees would receive a letter
166 each year stating the salary, rather than a contract. This should be put out for a 30 day
167 comment period prior to approval.

168

169 Anita Benson exits meeting at 7:17 p.m.

170

171 Discussion held. This will be brought to that March meeting.

172

173 **2.3.3 Other**

174 **2.3.3.1 Sponsored Programs Officer Position**

175 The Job announcement is not currently posted. Dr. Davis has temporarily placed the
176 grant writer in the position as acting Sponsored Programs Officer. This is for a 120 day
177 trial period. Discussion held. Dr. Davis should notify the board if an advertisement is
178 pulled. There are currently four applicants for the position. There was a big need for the
179 position immediately and Larretta is able to do all of the required reports. We possibly
180 should’ve revisited the job announcement prior to advertising. The advertising should
181 continue and if the position cannot be filled by the applicants, revisit the announcement.

182

183

184 **2.4 Academic Dean Report by Larry Henry**

185 **2.4.1 Approval of Dual Credit Handbook**

186 Bring Sandi LaRocque to the next meeting to present the handbook and answer any
187 questions. If High School students are billed for tuition and fees, we should bill across
188 the board. Larry should provide a report of how many students took dual credit. This
189 handbook will be provided to all of the local High Schools. We could possibly have dual
190 credit for Native Language Courses.

191

192 Larry Henry is requesting to approve the letters of intent for the faculty. We need to
193 determine who will be back in the fall of 2010-2011. Chairman Peltier asked for the
194 motion to approve the letters of intent. Barbara Poitra made this motion, seconded by
195 Theresa Rivard. All were in favor. Motion carried.

196

197 **2.5 Student Services Report by Wanda Laducer**

- 198 • We had College Goal Sunday on February 21st, 2010. Had about 35-40 students
- 199 attend with their parents. We are not able to recruit during this event.
- 200 • We have midterms this week and deficiencies are going out daily.
- 201 • We are currently working on the smoking and locker policy.
- 202 • Wanda needs to report on the Student Ambassador Program at the March meeting
- 203 • We need to find a location for the lockers.

204

205 **3.0 Other Business**

206 **3.0.1 Student Senate**

- 207 • Locker Placement will possibly be across from the gymnasium. We would like to
- 208 place them where the tables are normally stored.
- 209 • We would like to purchase a display case for trophies. Need to determine who
- 210 will pay (TMCC or Student Senate).
- 211 • Lockers need to be anchored ASAP
- 212 • Wes Davis needs to be involved in the placement of the lockers.
- 213 • Student Senate needs to keep Dr. Davis informed with their requests. Dr. Davis
- 214 has not heard a number of the concerns or requests. They need to go to him first.

215

216 **Other**

- 217 • Dr. Davis and Dr. Bill Gourneau are still without contracts. This can be brought
- 218 to the meeting on Thursday.
- 219 • There is a request to have the flags replaced outside. The current ones are torn
- 220 and look bad.
- 221 • The TMCC Sign needs to be replaced. Dr. Davis would like to put up a marquee.
- 222 • Kath Zaste requested to inform the board that there was a Staff Committee
- 223 meeting last Friday and Stephanie Poitra resigned as the Chairperson. Kathe has
- 224 been appointed and Irene BearRunner is acting Vice Chairperson.

225

226 **3.1 Next Board Meeting**

227 The next board meeting will be on March 26th, 2010 at 12:00 p.m.

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229

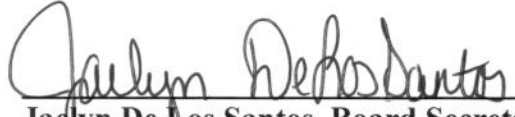
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3.3 Adjournment

Chairman Peltier requested for a motion to adjourn. Robert Lattergrass made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried. The meeting adjourned at 7:55 p.m.



Ron Peltier, Chairman



Jacyl De Los Santos, Board Secretary