

OFFICIAL MEETING MINUTES

MINUTES:	TMCC QUARTERLY BOARD OF DIRECTORS MEETING
Meeting:	Board of Directors, Board of Trustees, Administration
Date/Time/Location:	12/6/2014 – 8:00 a.m. – TMCC Board Room
Board of Directors Present:	Duane Poitra, Glenn Longie, JoAnne DeCoteau, Carla Peltier, Dr. Lana DeCoteau.
Board of Directors Absent:	None.
Board of Trustees Present:	Yvonne St. Claire, James Lindgren, David Brien, Theresa Rivard, Dwight Trottier, Patrick Marcellais, Cole Frederick, Royce Poitra.
Staff Present:	Dr. Jim Davis, Kellie Hall, Wanda Laducer, Tracy Azure.
Guests:	Todd Timboe.
Officiating Recorder:	Jaclyn De Los Santos.

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Chairman Poitra called the meeting to order at 8:36 a.m.	
II. Opening Prayer	Performed by Theresa Rivard.	
III. Roll Call	Performed by Jaclyn De Los Santos.	
IV. Approval of <u>Agenda</u>		Chairman Poitra asked for a motion to approve the agenda. Dr. Lana DeCoteau made this motion, seconded by Glenn Longie. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
V. Approval of Minutes <ul style="list-style-type: none"> • <u>11-24-14</u> • <u>12-5-14</u> 		Chairman Poitra asked for a motion to approve the November 24th, 2014 and December 5th, 2014 minutes, with recommended changes. Dr. Lana DeCoteau made this motion, seconded by Glenn Longie. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
VI. Audit	Patrick Marcellais entered at 8:47 a.m.	Chairman Poitra requested that the Facilities Use Committee provide a

	<p>Todd Timboe is here to present the FY14 audit. Please see Appendix A. Todd informed the Board that the team was up on October, and the overall audit has an "unqualified opinion". TMCC is a low risk auditee, so 25% of the major grants are audited. There were no findings in the FY14 audit.</p> <p>Chairman Poitra suggested that TMCC needs to determine what to do with the South Campus buildings that are not feasible to renovate. Dr. Davis informed the Board that this is being discussed, and there is a possibility of moving the programs to additional buildings. The request is to have a timeline designed. Discussion held.</p> <p>Todd Timboe informed the Board that the notable issues are as follows: there are a large number of old outstanding checks which need to be voided, and get the funds back into the College (which the accountants were working towards completing). In reference to the students AR, if the checks are 120 days old, the College may want to consider setting the money aside for bad debts. Discussion held.</p>	<p>recommendation in reference to the South campus, then meet with the Tribal Council, and determine a plan to move forward.</p> <p>Chairman Poitra asked for a motion to approve the FY14 Audit. Dr. Lana DeCoteau made this motion, seconded by Glenn Longie. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>
<p>VII. Old Business</p>		
<p>A. ND Scholarships</p>	<p>Dr. Davis has been planning with the ND Association of Tribal Colleges to propose an increase to the funding. Once the proposal goes to the legislature in January, we will proposing the increase, but this needs to be presented by others, and the committee would need to submit it. Keep the Board posted on updates.</p>	<p>Dr. Davis was asked to keep the Board posted on any updates.</p>
<p>B. Title III 5 year Budget proposal</p>	<p>Dr. Davis informed the Board that he met with the Title III Representative that works with TMCC while he was in</p>	<p>Tracy Azure was asked to provide the Federal Schedule at the January</p>

	<p>Washington DC. There is a 5 year application coming due around May 15th, so we currently do not have a draft of the budget. With the basic budget FY15, we hope to have a draft in March and a final budget in May. The Board previously requested to have a format or report of monthly expenditures provided on a monthly basis. This is requested for all funds. A federal schedule will be provided. The budgets should be broken down by Fiscal Year. Discussion held.</p>	<p>meeting.</p> <p>Dr. Davis was asked to provide the draft Title III 5 year budget proposal in March.</p>
<p>C. Trane Heat Pump Final Report</p>	<p>We still have not received the Final report on the heat pumps, but the draft report is being presented. Please see Appendix B. We are hoping to have the final report by next month.</p> <p>TMCC is at the stage where we can apply for funding to switch to being a green campus. We would like to change our lighting in the building to LED lights. We can apply for funding, but we need a resolution or approval from the Tribal Council to apply for the funding. We will apply for roughly \$250,000 or more in February or March, pending the Tribal Councils approval. Discussion held.</p>	<p>Dr. Davis can work with the Tribal Council in reference to applying for the funding and working towards getting a resolution from the Tribal Council.</p>
<p>D. P2P Budget/ Commitment</p>	<p>Dr. Davis informed the Board that TMCC is working with P2P to establish a program that would teach native culture. Discussion held. Dr. Davis informed the Board that he will report on this item monthly to provide updates.</p> <p>Please see Appendix C. This will employ 1 director for two years and adjunct faculty for 1 year.</p> <p>Break 10:01 a.m.</p>	<p>Dr. Davis will report monthly on the P2P Budget Commitment updates.</p>
<p>VIII. New Business</p>		

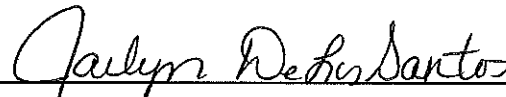
<p>1. Budget Breakdown of Federal Programs</p>	<p>Reconvene at 10:25 a.m.</p> <p>Tracy Azure presented the Budget Breakdown of Federal Programs. Please see Appendix D. Chairman Poitra requested that this be kept up on an annual basis. This would be beneficial to Board members as an orientation tool. During orientation provide details on the grants. This would also be beneficial to new staff, faculty, and student senate. Hold a 2-3 hour orientation for Board members and Student Senate members. Provide the orientations in October in the future so new Student Senate members and Board members will get the orientation.</p>	<p>Schedule an orientation in January.</p>
<p>2. <u>Policy Approval</u></p>	<p>Please see Appendices E and F. Kellie Hall informed the Board that the policies have been provided. The policies have been out for the comment period for over 30 days. We did not receive a lot of comments on the recommended changes, but we received a number of changes on policies that were not recommended changes.</p> <p>Chairman Poitra would like an annual schedule for the policies. The policies should be adopted by the September meeting each year.</p>	<p>Kellie Hall recommended placing the policies out for 30 day comment period due to the additional recommended changes.</p> <p>Chairman Poitra asked for a motion to place the policies out for an additional 30 day comment period. Dr. Lana DeCoteau made the motion to table the policies, and place for an additional 30 day comment period. Seconded by JoAnne DeCoteau. Discussion held. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p> <p>Chairman Poitra requested getting the policy changes prior to the next meeting via email.</p>

3. Developmental Leave	There haven't been any developmental leave requests.	
VIII. Other Business	<p>The Board of Directors completed their self evaluations, goals, and performance yesterday. Based on HLC recommendations, the Boards should be performing the evaluations. We are at the point where everything will be documented and compiled. The plan is to have them done by June of the year, then develop goals and review prior years evaluations at the December meeting each year.</p> <p>Dr. Davis informed the Board that with his trip to Washington DC, they met with Project CHOICE reps and were informed that Congress was looking at possibly extending Project CHOICE for 1 additional year.</p> <p>During the Clinton Administration, four Tribal Colleges worked close with the Legislature. This includes K-12 and Higher Education Executive order. The committee is proposing splitting the education systems. The Tribal Colleges do not have an executive order, which Dr. Davis is requesting for. Dr. Davis also met on the possible increase of funding for non indian students FTE's to be increased to about \$8000. Met with IHS Headquarters in reference to building stronger partnerships for Project CHOICE. They recommended contacting IHS in Aberdeen to assist will getting additional funding. This information will be provided in the report for next month. Discussion held.</p>	<p>Have something for an orientation packet which includes the roles and responsibilities of the Board members.</p> <p>January invite the Chairman to the meeting to receive feedback.</p> <p>Dr. Davis will provide additional updates to the Board next month in reference to the possibility of additional funding.</p>
XI. Next Meeting	<ul style="list-style-type: none"> Regular Board Meeting; January 26, 2015 at 5:00 p.m.; TMCC Board Room 	
XII. Adjournment	Meeting adjourned at 11:53 a.m.	Chairman Poitra asked for a motion to

		<p>adjourn. Glenn Longie made this motion, seconded by Dr. Lana DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>
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Duane Poitra, Board of Directors Chairman



Jaclyn De Los Santos, Board of Directors Recording Secretary