

## OFFICIAL MEETING MINUTES

<b>MINUTES:</b>	<b>TMCC REGULAR BOARD OF DIRECTORS MEETING</b>
<b>Meeting:</b>	<b>Board of Directors, Board of Trustees, Administration</b>
<b>Date/Time/Location:</b>	<b>9/30/15 – 5:00 p.m. – TMCC Board Room</b>
<b>Board of Directors Present:</b>	Duane Poitra, JoAnne DeCoteau, Dr. Lana DeCoteau, Cynthia Allery
<b>Board of Directors Absent:</b>	Carla Peltier.
<b>Board of Trustees Present:</b>	Theresa Rivard, Charla Morin, Yvonne St. Claire, Sheyanna Ashes, Patrick Marcellais
<b>Staff Present:</b>	Dr. Jim Davis, Kellie Hall, Wanda Laducer, Sheila Trottier, Holly Cahill
<b>Guests:</b>	None.
<b>Officiating Recorder:</b>	Jaclyn De Los Santos.

Agenda Item	Discussion – Conclusion	Recommendations or Actions
<b>I. Call to Order</b>	Chairman Poitra called the meeting to order at 5:06 p.m.	
<b>II. Opening Prayer</b>	Performed by Patrick Marcellais.	
<b>III. Roll Call</b>	Performed by Jaclyn De Los Santos.	
<b>IV. Approval of <u>Agenda</u></b>		<b>Chairman Poitra requested a motion to approve the agenda. Dr. Lana DeCoteau made this motion, seconded by Cynthia Allery. Discussion held. Request to add discussion on length of semesters under old business. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</b>
<b>V. Approval of Minutes</b> • <u>8/24/15</u>		<b>Chairman Poitra requested a motion to approve the August 24, 2015 minutes. Dr. Lana DeCoteau made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</b>
<b>VII. Old Business</b>		

<p><b>A. Facility Use Study Update</b></p>	<p>Dr. Davis provided an update on the status of the study. Please see Appendix A.</p> <p>Rhonda Gustafson entered at 5:10 p.m.</p> <p>Discussion held.</p>	<p><b>Wes Davis will email a copy of the draft study to the Board of Directors.</b></p>
<p><b>B. Bachelor Degree Programs Update by Rhonda Gustafson</b></p>	<p>Rhonda Gustafson provided documentation in reference to the Bachelor Degrees. Please see Appendix B.</p> <p>Introductions took place for the Student Senate members.</p> <p>Rhonda Gustafson informed the Board that there has been a lot of research for the programs, which is included in appendix B. There are timelines created, which includes creating the programs and working towards accreditation. Obtaining the accreditation is a process. Rhonda explained the documentation. She has determined that to move forward with the Bachelor's program, we need to strengthen our student services. Lengthy discussion held. The College is currently looking into the option of Master's Degree Programs also. The applications are expected to be submitted to the HLC in January for accreditation.</p> <p>Rhonda Gustafson also provided an update on the possibility of Elementary Education students getting awarded their Bachelor's Degree without passing their praxis exam.</p>	<p><b>Chairman Poitra requested to provide information on a General Studies Degree at the next meeting.</b></p>
<p><b>C. <u>Personnel Policies</u></b></p>	<p>The Board would like to have all of the recommendations incorporated into final draft.</p> <p>Holly Cahill provided an updated list of all staff/faculty</p>	<p><b>Chairman Poitra requested a motion to incorporate the proposed Board of Directors Personnel Policies with recommended changes into final draft</b></p>

	<p>to the Board. Please see Appendix C.</p> <p>Holly Cahill exited at 6:03 p.m.</p>	<p>form. Dr. Lana DeCoteau made this motion, seconded by Cynthia Allery. Discussion held. The policies will be brought back at the next board meeting for final review of the final draft, and approval of the policies.</p> <p>Holly Cahill will provide the Board with the updated staff/faculty listing at the meetings.</p>
<p><b>D. Length of Semesters (Discussion)</b></p>	<p>Chairman Poitra inquired about the length of semesters. The hours that the faculty are working are more, and the pay stayed the same. Discussion held. Rhonda informed the Board that based on faculty reporting that there isn't enough time to cover all content. We have moved to a 17 week semester to allow covering the necessary materials and having enough time to provide all testing. Lengthy discussion held. we need to be sure that the focus is the students. Rhonda informed the Board that they aren't technically working any later than what they have in the past, they are still done by the same date, they just go a week longer teaching.</p> <p>Rhonda Gustafson and Sheila Trottier exited at 6:21 p.m.</p>	
<p><b>VIII. New Business</b></p>		
<p><b>1. Quarterly Board of Directors Meeting (Annual)</b></p>	<p>The Board requested to move the Special Board of Directors Meeting, December 11th and the Quarterly Board of Directors Meeting, December 12th in the morning.</p>	<p><b>Agenda items: goals and observations, auditor, training</b></p>

	<p>The meeting will be held in at Shooting Star Hotel and Casino in Mahnommen, MN.</p> <p>The Board is requesting to have an independent consultant work with the Board of Directors on their goals.</p>	
<p><b>2. Student Senate</b> <b>a. Report</b></p>	<p>Student Senate informed the Board that they have some ideas in reference to the cafeteria. Possibly have a food plan that is paid out of their financial aid and use their student id as a purchase card. Discussion held.</p> <p>They are working towards a Haunted Hallway, a 3 on 3 basketball tournament, costume contest, and pumpkin carving contest.</p>	
<p><b>3. President's Report presented by Dr. Jim Davis</b> <b>b. Infrastructure Projects</b> <b>c. <u>Monthly Report</u></b></p>	<p>Dr. Davis provided his update on the infrastructure update in the Facility Use Study.</p> <p>The Teacher Ed department had an evaluation with an 8 member team. They met with students, staff, faculty, and local school administrators. Some student assessment and data corrections need to be made. Additional discussion held.</p>	
<p><b>3. Vice President's Report by Kellie Hall</b> <b>d. <u>Monthly Report</u></b></p>	<p>No additional updates.</p>	
<p><b>4. Comptroller's Report by Tracy Azure</b> <b>e. PO's</b> <b>f. <u>Report</u></b> <b>g. <u>Investment Portfolio</u></b></p>	<p>Tracy Azure was absent from this meeting.</p> <p>Chairman Poitra stated that he was previously contacted from an individual in reference to our investments. Dr. Davis will follow up on the investments.</p>	<p><b>Tracy Azure is requested to bring back an updated ICCA Budget with HEARTS implemented changes to the next meeting.</b></p>

VIII. Other Business		
XI. Next Meeting	<ul style="list-style-type: none"> <li>Regular Board Meeting; October 26, 2015 at 5:00 p.m.; TMCC Board Room</li> </ul>	
XII. Adjournment	<ul style="list-style-type: none"> <li>Meeting adjourned at 6:49 p.m.</li> </ul>	<p>Chairman Poitra asked for a motion to adjourn. Dr. Lana DeCoteau made this motion, seconded by JoAnne 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




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Jaclyn De Los Santos, Board of Directors Recording Secretary