

Turtle Mountain Community College

NCA Mission Committee

Meeting Minutes (Draft)

September 28, 2012

- I. Call to order**
 - a. Sandi LaRocque called to order the regular meeting of the Turtle Mountain Community College Mission meeting at 9:00am in room 211 on September 28, 2012
- II. Roll Call/Sign in**
 - a. Present: Donald Plant, Dave Ripley, Donna Thomas, Keith Brien, Cecelia Myerion, Quenna Beston, Todd Poitra, Mike Poitra, Dave Garcia, Joni LaFontaine, Shirley Morin, Debbie Peltier, Melanie Martin, Holly Cahill, Deana DeFoe, Marsha Belgarde, Sandi LaRocque, Les LaFountain, Laisee Allery
 - b. Absent: Anthea Jeanotte
- III. Minutes from last meeting (April 2012)**
 - a. Discussion of last meeting minutes took place
 - b. The meeting minutes will be approved with changes
 - i. Wording added to accreditation to clarify situation
 - ii. Les LaFountain made motion to approve minutes with changes
 - i. Seconded by Dave Ripley
 - ii. All in favor
 - iii. Motion passed
- IV. Select one or two members form the group for revision (name has to be given to Anita/Larry)**
 - a. Sandi gave a brief description of the purpose of this group which is to edit, and cross reference all information this committee submits for professionalism and grammar checks
 - b. Melanie Martin and Joni LaFontaine volunteer to do this
- V. Jenzebar Use**
 - a. Everyone in the group has a user name and password
 - b. If any on the committee members cannot see the NCA tab on Jenzebar please talk to Quenna
 - c. Angel gave out a list of usernames and passwords
- VI. Review of the first NCA Rough Draft**
 - a. There was discussion presented by Holly Cahill that the policy on the website and the policy in the policy manual does not match
 - b. She will look into this to see which version is the correct version
- VII. Break into Sub-group and give assignments**
 - a. The sub-groups will break into groups and look over their sections, make changes according the highlighted areas that need attention

- b. After sections are changed they will be sent to Les, Laisee and Sandi
- c. Some of the sub-groups have changed due to loss of members and they are as follows:
 - i. Subgroup 1: *Core Component 1-A "The institution's mission is broadly understood within the institution and guides its operations."*
 - i. Dean DeFoe
 - ii. Keith Brien
 - iii. Mike Poitra
 - iv. Quenna Beston
 - v. Dave Garcia
 - ii. Subgroup 2: *Core Component 1-B "The mission is articulated publicly."*
 - i. Les LaFountain
 - ii. Cecelia Myerion
 - iii. Marsha Belgarde
 - iv. Todd Poitra
 - v. Joni LaFontaine
 - iii. Subgroup 3: *Core Component 1-BC "The institution understands the relationship between its mission and the diversity of the U.S. society."*
 - i. Sandi LaRocque
 - ii. Laisee Allery
 - iii. Dave Ripley
 - iv. Donna Thomas
 - v. Shirley Morin
 - vi. Debbie Peltier
 - iv. Subgroup 4: *Core Component 1-D "The institution's mission demonstrates commitment to the public good."*
 - i. Donald Plant
 - ii. Anthea Jeanotte
 - iii. Holli Cahill
 - iv. Melanie Martin

****changes will be added after I receive all documents from each subgroup.**

Subgroup 1:

Minimum Expectations

1-1 The mission documents are clear and precise regarding the nature and scope of the higher education programs and services the institution provides and whom these activities serve.

- Deb Hunter thinks we should provide opportunities for students to obtain jobs within or without the community. We have the potential to create jobs for students.

- Dave Garcia recommends we have a placement office to help students find jobs. We do have a placement officer, but she only works with certain students not all students.
- **Joni Tillich is now hired as the Placement Center Director and she works with all students.**
- Culture needs to be expressed in classrooms and physically in all institutions we have. Representation of what our students are doing in the classrooms needs to be put on display.
- What do we do to provide services for our community?
 - The college puts on the health fair
 - Day of the young child
 - Gardening/Canning classes
 - Language summer enrichment programs
 - Science Fair
 - NSYP
 - Regional Substance Abuse Prevention Project
 - Drug free dances-RSAP
 - Intro to injury prevention workshop
 - Walk/Run
 - Technology Day
 - Quilting class for no credit
 - Writers Workshop that was held at anishinabe
 - Youth Build
 - Students of this program helps better the community by getting hands-on work
 - Praxis testing/ACT testing site
 - **Pow wow**
 - **Small business expo**
 - **Summer enrichment opportunities**
- When the college was working 4-10's it also closed it's doors for community service events.

- What is definition of community service? A class, workshop or event geared towards community members of all ages. Lifelong learning opportunities such as: continuing education credits.
- As compared to institutional services for students? A class, workshop or event geared towards students over the age of 18. Institutional research projects that are currently conducted or have been conducted are: genetic research, mosquito project,
- **Our group has decided to interview someone from the budget committee.**
- **Questions:**
 - **Need to know the representatives**
 - **What is the process on how they develop the budget?**
 - **How is the budget committee monitored?**
 - **How do they monitor overall budgets in the organization?**
 - Holly Cahill a member in our Mission group found that the mission statement on the website and the policy mission statement don't coincide. Our group needs to compare the accreditation document to the current mission statement. There is a difference, so we need to pull the Board of Director documents and find the resolutions.
 - Pull the steps from the policy on how to go about making changes in the mission statement.
 - Add any changes since 2003, the process for changes and define who the governing board is.
 - Does the mission statement reflect the current community? Or what does community mean?
 - **Number 1**
 - Turtle Mountain Community College has a clearly worded mission statement that was formally adopted by the Board of Directors in 1972. In 1980 the Board amended the mission by adding vocational education; in 1993 they changed the word Indian to Chippewa and added scholarly research; in 2000 the board amended the mission by adding undergraduate education; and in 2003, they made the most recent amendment by adding continuous improvement of student learning.
 - Turtle Mountain Community College has a two-tiered board structure, a Board of Trustees and a Board of Directors. The Board of Trustees has ten members. Six of the members are appointed by the tribal council and serve as lifetime members. Two are tribal council members who are appointed after each general election. Two are students, one of which is the President of the Student Senate. The other is elected "at large" by the students to serve on the Board of Trustees. The Board of Trustees meets quarterly

- The Board of Directors consists of five members appointed by the Board of Trustees who serve five-year staggered terms. Each Board of Directors member is a member of the Turtle Mountain Band of Chippewa. The Board of Directors adopted policies that outline the authority and role of the Board of Trustees in the governance of the institution. The Board President is Lance Azure who works for the Indian Health Service as a social worker. Joan Alvord is the site manager for a University of New Mexico research project. Francis Davis is a Drug and Alcohol Counselor on the Turtle Mountain Reservation, Les LaFountain is an elected tribal official who serves on the tribal council, and John Trottier is a consultant who works with tribal programs.

- **Number 2**

- A learning environment stressing the application of academic concepts to concrete problems; **(Educational Opportunities)**
- Academic preparation for learning as a life-long process of discovery of knowledge embedded in the intellectual disciplines and the traditions of the tribe; **(Educational Opportunities) Note: Refine this statement it is very long winded.**
- In and out of class opportunities to discover the nature of Indian society, its history, variation, current and future patterns, needs and to serve as a contributing member toward its maintenance and betterment; **(Educational Opportunities, Services to the community and Cultural aspects)**
- A curriculum wherein Indian tribal studies are an integral part of all courses offered as well as history, values, methods, and culture of Western society; **(Educational opportunities and cultural aspects) Note: get a few examples from instructors and how they use the seven teachings.**
- Continuous assessment of institutional programs and student academic achievement for the purpose of continuous improvement of student learning ; **(Educational opportunities)**
- Baccalaureate , Associate of Arts, Associate of Science, Associate of Applied Science degrees and certificate programs of study ; **(Educational opportunities)**
- Cooperation with locally Indian-owned business and stimulation of economic development for the service area ; **(Services to the community and cultural aspects)**
- Continued independent accreditation; and **(Educational opportunities)**
- vice and leadership . **(Services to the community)**
- Cultural aspects- **Note: add 7 teachings.**
- **Add trend enrollment demographic profile and student support services.**

- **Number 3**

- This is where we need to get together with the planning and budgeting committee.
- **Plan of Action:**

- We as a subgroup are splitting up into two different groups in order to answer number 3 of our component. Until we get all required documentation we won't have a paragraph.
- Budgeting: Quenna Beston, Mike Poitra, Deana Defoe
- Planning: Dave Garcia and Keith Brien
- Paragraph from Quenna:
 - The overall purpose of the Board of Trustees shall be to advance and promote the mission of the College. The Board of Trustees provides oversight to and appoints the members of Turtle Mountain Community College Board of Directors. The board of Trustees shall be composed of ten (10) members appointed as follows: six (6) at large members appointed for life by the Tribal Council; two (2) members who are members of the Tribal Council appointed by the Tribal Council, and two (2) members who are students attending the College selected as provided in the student Constitution; all of whose qualifications are set forth in the restated Charter of the College. The overall purpose of the Board of Trustees shall be to advance and promote the mission of the College. The Board of Directors of the College is legally responsible for the day-to-day management of the College. The board also hires staff, providing policy and maintaining appropriate standards for instruction. The Board of Directors consists of five members appointed by the Board of Trustees who serve five-year staggered terms. Each Board of Directors member is a member of the Turtle Mountain Band of Chippewa. The Board of Directors adopted policies that outline the authority and role of the Board of Trustees in the governance of the institution.

Subgroup 3:

- Notes from Donna:
 - First of all, we need to know WHY WE ARE HERE. After we know why we are here than we can say that we are diverse to other racial/minority groups. We need to develop the following and get it down to a science and have it yearly on the same date.* (NCA Administration would love this)
 - Whenever we hold these we can call them all FOCUS GROUPS for: Black Cultural Awareness; Cinco De Mayo/Hispanic/Latino Awareness; Holocaust Recognition; etc. These events should always be respectful and have members whose background reflects that particular FOCUS GROUP.
 - In light of our 40th anniversary we would develop an 8 hour KNOWLEDGE DAY. It would be a scholarly review day of why we are here. A lot of new staff don't know why we are here or know why we (the college) are here. This could take place as an orientation/reorientation for all staff but it is in regard to **US**. I had responded to Kelly on a previous memo for Professional Development.

8:00 am - 9:00 am - Our Traditional Beliefs with TMCC Drum and Discussion - Ojibwa Elders Panel
9:00am - 10:00 am - How Did We Get To Where We are Today - Leslie Peltier? (suggested)
10:00am - 11:00 am - A Turtle Mountain Band of Chippewa Nation Timeline - Les Lafountain
11:00am - 12:00 - What's An Indian Community College? - Dr. Larry Belgarde
LUNCH
1:00pm - 2:00pm - The Indian Self - Determination Act - Attorney Monique Vondal
2:00pm - 3:00pm - Morton vs Mancari - (Indian Preference) - Attorney Don Bruce
3:00pm - 4:00pm - The Indian Education Acts - Dr. Jim Davis
4:00pm - 5:00pm - Who Would Have THUNK IT????? All staff discussion and "round dance of proudness"
with TMCC Drum
5:05 pm - We are all knowledgeable why we are celebrating our 40th Anniversary.

- Educational Opportunities
- Services to the community

October 5, 2012

Subgroup 4 Melanie Martin, Donald Plant, Holly Cahill, Anthea Jeanotte

- Core component 1D: The institution's mission demonstrates commitment to the public good.
 - In accordance with the Mission and Goals, the TMCC constituencies consist of the college students, staff and tribal members. The students' understanding of the Mission and Goals is best reflected within the documentation of the assessment of academic achievement. This can be found on the TMCC website under the NCA Accreditation tab. Particular areas of interest within this document include programs of study at TMCC.
 - The staff understanding of the mission and goals is evident in the publication of the mission and goals in all documents used in carrying out the roles of staff members.
 - The activities undertaken by the staff are narrated in college documents such as the Policy Manual, College Catalog, and TMCC website. Reminders of these relationships of the mission and goals are reinforced through the college web site, staff reports, department procedure manuals as well as other documents created by the staff. These publications are evidence of the staffs understanding of their responsibility for carrying out the mission and goals of the College. Evidence of the mission and goals are also documented throughout the college as evidenced by the various postings of the 7 Teachings – posters throughout the building and on the pillars outside the entrance of the college, along with the postings of the college's Mission and Goals throughout the campuses.

- The Turtle Mountain Band of Chippewa is reminded of the College's commitment to its purpose through the many community services and programs it provides. These services and programs include but are not limited to: Vocational Education, Vocational Rehabilitation Project, Adult & Continuing Ed, Entrepreneur Program, Customized Training, GED Services, Zhaawbii Learning Center, Project CHOICE, Regional Substance Abuse Prevention (RSAP) Project, Anishinabe Culture and Wellness Center, Native American Gardening (Elders Gardening Project), Certified Master Gardener Program, Maximizing Family Resources through Gardening, Food Preservation Program, Tree and Shrub workshop, US Department of Agriculture Equity Project, ACT testing, College Awareness Day, Turtle Mountain Chippewa Small Business Expo, Agricultural Awareness Day, Diabetes Awareness Day, Arrowhead Printing, a public library with internet access, which also includes access to the virtual library, an interactive video network where state-wide meetings are open to the community, a GIS/GPS training lab, financial support to the local tribal radio station, and an annual Red Road workshop for community sobriety.
- The College also provides facilities that are open to the public, for use of classrooms and the gymnasium with its walking track. The College sponsors the Community Wellness Conference, Day of the Young Child, Ojibwa Language Immersion Camp, and Annual Pow-wows. The College cooperates with other community entities to co-sponsor events such as Family Week, political forums, K-12 initiatives (such as Upward Bound, Academic Readiness and Project Nature), community education programs, faculty, and student leadership projects. We have faculty who assist with research for the tribe and state, efforts to keep the public informed of its institutional and educational goals through documents such as the catalog and program brochures.
- TMCC also sees the need to plan for the future as a priority and has taken the initiative to partner with MasterKey to begin the Organizing for Success project. They are also partnered with In10sity to update the current college logo, as well as develop logos for athletics, alumni and the foundation, and updating the website.
- TMCC continually seeks out avenues to inform the public of its institutional mission and educational goals. The college has accomplished this through publication of the mission and goals in the college catalog and numerous brochures pertinent to present programs of study and special projects. In addition, program promotion uses the local newspapers, KEYA the local radio station and, with interviews and Public Service Announcements. The college website, www.tm.edu, is maintained by a fulltime Webmaster. The college also informs the public during the Annual College Awareness Day, as well as Career Days at local schools. Upon entering the college medicine wheel area, all visitors are immediately greeted by the TMCC Mission and Goals.
- Students are initially informed of the college mission and goals during orientation and registration. The annual publicized Students Right to Know includes a section on mission and goals. Posters are displayed throughout both college campuses and in all classrooms. Staff and faculty are also informed of the mission and goals during orientation.