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**Turtle Mountain Community College  
NCA Resource & Planning Committee  
October 21, 2011  
9:00 a.m.**

**OFFICIAL MINUTES**

**Committee Members Present:** Tracy Azure, Chad Davis, Jaclyn De Los Santos, Larretta Hall, Mark Hamley, ReNae BearKing, Kerri Martell, Kristie Dionne, Bernice Davis, Audrey LaVallie, Barbara Houle, Keith Azure, Ron Parisien, Erik Kuha, Valerie LaRocque, Karen Poitra, Richard DeCoteau, Harold Counts, Barbie Poitra.

**Committee Members Absent:** Wes Davis, JoAnne Blue, Duane Poitra, Dwight Trottier, Theresa Rivard.

**I. Business:**

- The committee reviewed the criteria booklet. The Resource and Planning committee is in charge of criteria 5.
  - Need to be familiar with all of the criteria's.
  - Criterion 5 has a number of subsections, which we will break into subcommittee's to work on each separate section.
  - We need to be able to meet the minimum expectations for our section.
- Pete made a motion for Chad and Tracy to break the committee into subcommittees. Discussion was held for the purposes of planning. Larretta Hall seconded the motion. Further discussion was held. All were in favor. Motion carried. Each subcommittee will create their own outline.
- The subcommittees are as follows:
  - 5A: Barbara Houle, Pete Davis, Ron Parisien, Bernice Davis, Chad Davis
  - 5B: Eric Kuha, Larretta Hall, Audrey LaVallie, Barbie Poitra
  - 5C: Mark Hamley, Kerri Martell, Valiant DeCoteau, Keith Azure
  - 5D: Tracy Azure, Harold Counts, Karen Poitra, Kristi Dionne
  - 5E: Wes Davis, ReNae BearKing, Valeria LaRocque, Jaclyn De Los Santos, JoAnn Blue
- Once the subcommittees determine their plan, they need to email it to Jaclyn De Los Santos prior to November 10<sup>th</sup>, 2011 for a meeting at 12:00 p.m. in the Board Room. The subcommittees need to meet prior to November 8<sup>th</sup>, 2011 to get the necessary work done and data collected.

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**II. Next Meeting:**

- NCA Committee Meeting: November 10<sup>th</sup>, 2011; TMCC Board Room

**III. Adjournment: Meeting adjourned at 10:03 a.m.**

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**Chad Davis, Committee Chair**

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**Tracy Azure, Committee Chair**

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**Jaclyn De Los Santos, Administrative Asst.**