

1 **Turtle Mountain Community College**
2 **Regular Board of Directors Meeting**
3 **February 28, 2011**
4 **5:00 p.m.**

5
6 **OFFICIAL MINUTES**

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9 **Board of Directors Present:** Dr. Leigh Jeanotte, Barbara Poitra, Carla Peltier.

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11 **Board of Directors absent:** Duane Poitra, Robert Lattergrass.

12
13 **Board of Trustees Present:** Dwight Trottier, Brittany Belgarde, Theresa Rivard, Elmer Davis, Jr.

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15 **Board of Trustees absent:** Yvonne St. Claire, Zelma Peltier, John Frederick, Caitlin Morin, James
16 Lindgren, David Brien.

17
18 **TMCC Employees:** Jackie De Los Santos, Dr. Jim Davis, Tracy Azure, Wanda Laducer, Dennis
19 Bercier, Larry Henry

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21 **I. Call to order:** Chairperson Poitra called the meeting to order at 5:06 p.m.

22 **II. Opening Prayer:** Performed by Chairperson Poitra.

23 **III. Roll call:** Performed by Jackie De Los Santos.

24 **IV. Approval of Agenda:** Chairperson Poitra asked for any changes or additions to the agenda. Dr. Leigh
25 Jeanotte requested to add VIII. B. Higher Learning Commission. Chairperson Poitra asked for the motion
26 to approve the agenda with the addition. Dr. Leigh Jeanotte made this motion, seconded by Carla Peltier.
27 All were in favor. Motion carried.

28 **V. Approval of Minutes:** Chairperson Poitra asked for the motion to approve the January 29, 2011 meeting
29 minutes. Carla Peltier made the motion to approve the minutes with the recommended changes, seconded
30 by Dr. Leigh Jeanotte. All were in favor. Motion carried.

31 Chairperson Poitra asked for the motion to approve the February 18, 2011 meeting minutes. Dr. Leigh
32 Jeanotte made the motion to approve the minutes with the recommended change, seconded by Carla
33 Peltier. All were in favor. Motion carried.

34 **VI. Old Business**

35 **a) Quarterly Board Meeting Agenda Items by Dr. Jim Davis:**

- 36 • During the quarterly board meeting in December, discussion was held to determine particular
37 topics during the meetings. Dr. Davis is recommending the following for quarterly meetings:
38 1. March meeting: include about eight program directors to present for 15 minutes
39 each.
40 2. June meeting: 3 year budget proposal presented for final approval along with the
41 salary information.
42 3. September meeting: scheduled for policy review.

- 43 4. December meeting: usually away from the College, and the audit is normally covered
44 along with developmental leave requests, bonuses, and policies.
45 • Program Directors should possibly have a similar format used for the written board reports
46 each month. Dr. Davis will create a template for the program directors to follow.
47 • The Board came to a consensus to approve the agenda items for the quarterly meetings. They
48 are also allowing some additions to the agenda as needed.
49

50 b) **The Foundation Balances by Tracy Azure:** See appendix A. Tracy presented the account balances
51 for the TMCC Foundation. Turtle Mountain State Bank is currently charging a monthly fee for
52 having the account. Dr. Davis is going to contact the bank to attempt to get the fee removed.
53

54 VII. **New business**

55 1. **Presidents Report by Dr. Jim Davis**

56 a) **Travel Reports:**

- 57 1) Dr. Davis traveled to Washington DC to discuss the budget and possible budget cuts. Three
58 students accompanied Dr. Davis on this particular trip. The purpose of the meeting was to give
59 students an insight on what happens in the Senate. Discussion held.
60 2) Dr. Davis traveled to Bismarck last week in reference to money being provided to tribal
61 education. They will be visiting tribal colleges and tribal schools and determine how they would
62 like to spend the money which they may award. Discussion held.
63

64 b) **Oral/Written Reports:** See Appendix B. Dr. Davis has spoken with P2P and meeting is being
65 requested for March 10th. The board members may want to have a meeting with Tracy prior to
66 meeting with P2P to determine the costs of the South Campus' older buildings. The Board has
67 decided that a meeting on March 25th at 4:00 p.m. would work the best for their schedules. Tracy will
68 present her information at the quarterly meeting.
69

70 Duane Poitra entered at 5:57 p.m.

71 Carla Peltier exited at 6:05 p.m.
72

73 See Appendix C. This is in reference to the Language Implementation grant. Possibly bring the
74 resolution to the vice chairman. Dr. Davis needs a resolution from the tribal council to apply for the
75 ANA Grant. Dr. Davis is requesting a motion to approve Appendix A. **Chairperson Poitra asked
76 for the motion to approve the Turtle Mountain Community College Board of Directors
77 Resolution. Duane Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor.
78 Motion Carried.**
79

80 Dr. Davis presented his expected/anticipated travel. Please see Appendix D. Discussion held.
81

82 2. **Comptrollers Report by Tracy Azure**

83 c) **PO's:** none at this time.
84

85 3. **Human Resources Report by Dr. Bill Gourneau presented by Dr. Davis**

86 d) **New Hires:** Dr. Bill Gourneau is not available for the meeting. Please see Appendix E. Dr. Davis
87 presented the new hires.

88 4. **Academic Dean Report by Larry Henry**

89 e) **Report:**

- Just finishing first 8 weeks. 2nd 8 weeks begins next week.
- The academic calendar has been changed due to AIHEC. Please see Appendix F.
- Currently working on a no cost extension with the Department of Labor. NWOK and MISEP grants are completed this year.
- AIHEC is April 16-19. There is a meeting in Bismarck on Friday to finalize AIHEC. Discussion held. We will have a team in just about every competition. Discussion held.

5. **Student Services Report by Wanda Laducer**

f) **Report:**

- We conducted a financial aid night at the high school to meet with students and parents to assist with questions concerning their financial aid.
- College Goal Sunday was on February 13th, 2011. We had 25 prospective students which attended. We gave away a computer through a drawing.
- We are currently working on a possible tuition increase. A committee has been meeting to determine what tuition should be set at for the College. This will be for the fall semester 2011. The tuition will be presented at the May meeting.
- We have been working on the Foundations of Excellence (FoE) on a regular basis.

Tracy inquired about billing students. We also have students which are not North Dakota residents which we will not receive money. Discussion held. Dr. Leigh Jeanotte would like the Administrative Council and the President to make recommendations to the Board in reference to billing. A lengthy discussion was held.

VIII. **Other Business**

- a) **Student Senate:** March 10th at 12:00 there will be some recognition for the basketball teams. Dr. Davis discussed the basketball teams, and where they currently stand.
- b) **Higher Learning Commission:** Dr. Davis informed the Board that he has been in contact with Karen Soloman to determine our status. She informed him that she was working on getting a response to us very soon. Accreditation of academic programs are all on hold until all issues are handled with the HLC, so the Early Childhood program cannot be approved for the Bachelors program. Discussion held.

IX. **Next Meetings:**

- Special Board of Directors Meeting: March 3, 2011 at 12:00 p.m. in the TMCC Board Room
- Quarterly Board Meeting: March 19, 2011 at 9:00 a.m. in the TMCC Board Room
- Special Board of Directors Meeting: March 26, 2011 at 9:00 a.m. in the TMCC Board Room

- X. **Adjournment:** Chairperson Poitra asked for the motion to adjourn. Duane Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried. Meeting adjourned at 7:13 p.m.



Barbara Poitra, Chairperson



Jaelyn De Los Santos, Board Secretary