

OFFICIAL MEETING MINUTES

MINUTES: TMCC REGULAR BOARD OF DIRECTORS MEETING
Meeting: Board of Directors, Board of Trustees, Administration
Date/Time/Location: 11/29/2012 – 5:00 p.m. – TMCC Board Room
Board of Directors Present: Carla Peltier, Duane Poitra, Dr. Leigh Jeanotte, JoAnne DeCoteau, Glenn Longie.
Board of Directors Absent: none.
Board of Trustees Present: Marrina St. Pierre, Dwight Trottier, James Lindgren, Zelma Peltier, Elmer Davis Jr.
Staff Present: Dr. Jim Davis, Kellie Hall, Tracy Azure, Wanda Laducer.
Guests: Dr. Lolita Smoak, Dr. Mark Perkins.
Officiating Recorder: Jaelyn De Los Santos.

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Chairperson Peltier called the meeting to order at 5:09 p.m.	
II. Opening Prayer	Performed by Kellie Hall.	
III. Roll Call	Performed by Jaelyn De Los Santos.	
IV. Approval of Agenda		Chairperson Peltier asked for a motion to approve the agenda. Duane Poitra made this motion, seconded by Glenn Longie. Discussion held. Dr. Davis requested to move item VI. C to item VI. A and move the additional items down on the agenda. Jaelyn De Los Santos performed roll call. All were in favor. Motion carried.
V. Approval of Minutes		Chairperson Peltier asked for a motion to approve the October 26, 2012 minutes as presented. Glenn Longie made this motion, seconded by Dr. Leigh Jeanotte. Jaelyn De Los Santos performed roll call. All were in favor. Motion carried.
VI. Old Business		
a. Organizing for Success	Dr. Davis introduced Dr. Lolita Smoak and Dr. Mark Perkins	

	<p>from Master Key Consulting. This has previously been discussed with the Board in reference to the salary scale, which led to revamping the Organizational Chart. We are currently in Phase I of the process and would like to provide an update of Phase I, which is "Organizing for Success", then Phase II leads into the "Salary Scale". Dr. Davis and Kellie Hall presented the updates. Lengthy discussion held in reference to the Organizational Chart.</p> <p>Dwight Trotter exited at 6:14 p.m.</p> <p>Dr. Davis is recommending that we adopt the current functional organizational chart as presented. Chairperson Peltier doesn't feel comfortable approving the chart not knowing who would be in the positions. Discussion held.</p> <p>Dr. Smoak and Dr. Perkins exited at 6:54 p.m.</p>	<p>The Board has requested additional information in reference to who would be in the positions, the additional costs, and further questions. The Board members will email questions to Dr. Davis. Further information will be presented at the next meeting.</p>
<p>b. Presidents' Evaluation Process/ Procedures</p>	<p>At the last meeting Dr. Davis presented the second draft and emailed the draft to the Board members.</p>	<p>Chairperson Peltier asked for a motion to approve the second draft of the Presidents' Evaluation Process/Procedures. Glenn Longie made the motion to approve the Presidents' Evaluation Process/Procedures as presented in the second draft, seconded by Duane Poitra. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p>
<p>c. Board of Directors Code of Ethics and Conduct Policy</p>		<p>Chairperson Peltier asked for a motion to table the Board of Directors Code of Ethics and Conduct Policy until the quarterly Board of Directors Meeting. Glenn Longie made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call. All were in favor.</p>

		<p>Motion carried.</p> <p>Jackie will mail out the document with the packets.</p>
<p>VII. New Business</p> <p>1. Board of Directors Annual Evaluation</p>	<p>Dr. Jeanotte proposed a suggestion to the Board of Trustees to possibly evaluate the Board of Directors as a group or individually. The evaluation could be performed annually, per semester, or quarterly, dependent upon how often the Board of Trustees would like to perform it. The impression is that the Board of Trustees does not have faith in the Board of Directors at all times, and this would give the Board of Directors an indication of their performances.</p> <p>Discussion held.</p>	
<p>2. Comptrollers Report by Tracy Azure</p> <p>a. PO's</p> <p>b. Report</p>	<p>At the previous meeting, the Board requested information in reference to the registration fees and textbook fees, which we bill to students during registration. The</p>	<p>Tracy Azure is asking for approval for a purchase order to Chippewa Tribal Industry in the amount of \$74,880. Chairperson Peltier asked for the motion to approve the purchase order. JoAnne DeCoteau made the motion, seconded by Glenn Longie. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p> <p>Tracy Azure is asking for approval for a purchase order to Brady Martz in the amount of \$20,000. Duane Poitra made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p>

	<p>registration fees pay for a part of the Registrars salary and the textbook fees pay for the salary and fringe for one staff member in the book store. We received the indirect cost rate back today and it is remaining at 20% and the restricted rate is 14.6%.</p> <p>Discussion held in reference to projects being bid out and being completed in a timely manner.</p>	
<p>3. Student Senate c. Report</p>	<p>Student Senate reported that they assisted with the ice cream social for the 40th Anniversary, handed out candy for Halloween, had a Thanksgiving meal, and are currently planning the Christmas party for next week. They are still planning for the AIHEC competitions.</p>	
<p>4. Presidents Report by Dr. Jim Davis d. Monthly Report</p> <p>e. REIT</p>	<p>Please see Appendix B. Dr. Davis presented his monthly report. P2P was discussed, and the Board would like to review the plan again to determine if there are changes.</p> <p>Dr. Davis will be creating a committee to work with the new name for the College. He has been in contact with other colleges to determine the background of what can happen if the name is changed. This is in reference to accreditation, funding, implications, and other possible opportunities.</p> <p>Please see Appendix C. Dr. Davis presented the REIT which is in reference to a Real Estate Investment Trust (REIT) which the AIHEC Board of Directors purchased. TMCC is invested in the building in the amount of \$10,000, but it has been suggested to dissolve the partnership. Dr. Davis is recommending dissolving the contract.</p>	<p>Dr. Davis will get a copy of the plan to revisit it.</p> <p>Dr. Davis is requesting to have the contract dissolved. Chairperson Peltier asked for a motion to approve the Assignment of Beneficial interest in the American Indian Higher Education Consortium Real Estate Investment Trust document to resolve the agreement. Duane Poitra made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn de Los Santos performed roll call. All were in favor.</p>

	Motion carried.
<p>5. Vice Presidents Report by Kellie Hall f. Monthly Report</p>	<p>Kellie Hall attended a Department of Labor meeting and the consortium set up governing structure for the grant. Kellie also attended a press release on Dr. Davis' behalf.</p> <p>There is an expansion in the Welding Program, and funding for the Process Plant Program. We have a meeting set up with Skill Build with the Job Service, which is a grant, which will provide tuition and books for students. This will be involving several people on campus for training. Organizing for Success has been keeping us very busy.</p>
<p>VIII. Other Business</p>	<p>Duane Poitra suggested having a comprehensive report from the President and Vice President. He would also like to see some time set aside for the Boards to reflect on the past year. Chairperson Peltier would like for the Administrative Staff to attend and report at the November meeting rather than at the December meeting. The Board would like to save the retreat for the Boards to handle business.</p>
<p>IX. Next Meeting</p>	<p>Quarterly Board Meeting; December 8th, 2012 at 9:00 a.m.; Lakeview Inn & Suites, Grand Forks, ND; Meeting Room</p>
<p>X. Adjournment</p>	<p>Meeting adjourned at 7:51 p.m.</p> <p>Chairperson Peltier asked for a motion to adjourn. Glenn Longie made the motion, seconded by Duane Poitra. Jaclyn De Los Santos performed roll call. All were in favor.</p>

Carla Peltier

Carla Peltier, Board of Directors Chairperson

Jaclyn De Los Santos

Jaclyn De Los Santos, Board of Directors Recording Secretary