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**Turtle Mountain Community College
Special Board of Directors Meeting
April 19, 2012
5:00 p.m.**

OFFICIAL MINUTES

Board of Directors Present: JoAnne DeCoteau, Glenn Longie, Dr. Leigh Jeanotte.

Board of Directors Absent: Carla Peltier, Duane Poitra.

Board of Trustees Present: John Frederick, David “Doc” Brien, James Stogner, Dwight Trotter.

TMCC Employees: Jaclyn De Los Santos, Wanda Laducer, Larry Henry, Dr. Jim Davis, Kellie Hall.

Others Present: Karen Soloman (Higher Learning Commission).

- I. **Call to order:** Acting Chairman Glenn Longie called the meeting to order at 5:12 p.m.
- II. **Opening Prayer:** Performed by Chairperson Peltier.
- III. **Roll call:** Performed by Jaclyn De Los Santos.
- IV. **Approval of Agenda:** Chairperson Peltier asked for changes or additions to the agenda. **Acting Chairman Glenn Longie asked for a motion to approve the agenda with no changes. JoAnne DeCoteau made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.**

V. **New Business:**

1. **Informational Meeting with HLC liaison Karen Soloman:** Dr. Soloman discussed the role of the Higher Learning Commission with Turtle Mountain Community College. Dr. Soloman has been with the HLC since 2003 and works with about 172 institutions. The role is to assist institutions with the accreditation process and to be sure that institutions are abiding by all policies set forth by the HLC. The visit will be 2013-2014 and the commission is in the midst of changing the accreditation policies, and we are involved in the change. The steering committee was very calm and felt that they have a handle on the process. The last team that was here was in 2003-04. The Community College systems are always experiencing change in governance and the beginners of the College are no longer here. TMCC has a two tier structure of governance which makes the institution stronger. The governance always needs to be looked at to make sure it is followed and that it fits the institution. In the past few years the governance has changed and been re-shaped. The issues that began in 2009 typically would have a new HLC team sent back in for another evaluation. Dr. Soloman didn't feel this would be necessary at that time. Dr. Soloman feels that the institution is in a better place at this current time.

The Board members provided their insight in reference to the Boards working together. The Board of Trustees informed Dr. Soloman about the incident which occurred in 2009 and the processes which occurred. The Boards went through their by-laws and adjusted them as needed for the institution to function. Some processes have been changed, which includes the rotation of

47 the Board members every year (for five year cycles). Is there a board development process?
48 There is an orientation process which occurs for each new board member but will possibly offer
49 professional board training. Does the board understand the processes of the Academic side of
50 the College? The Board should focus more on the Academic issues also, not just fiscal. There
51 are studies in reference to academic programs that are not quite successful and other programs
52 that should be reviewed. Higher education is always changing and the colleges need to look into
53 some of the new changes as far as moving forward.
54

55 Dr. Soloman will be closing out this section of changes from the Boards and expecting that the
56 boards are following their by-laws and being sure that the Trustees are allowing the Directors to
57 manage the College, and the Directors are allowing the President to run the day to day operations
58 of the College. The governance issue should now be resolved and accepted by the HLC. Since
59 there is a program on hold, Dr. Soloman will report that the boards are functioning, the college is
60 autonomous, and the President has a contract. After this process is completed and the letter is
61 received, TMCC can apply for the third baccalaureate program.
62

63 Since the by-laws have been updated, the HLC will review the document very thoroughly to
64 ensure that they are much clearer than the previous set, the gaps which were there have been
65 closed, and the rules are being followed. The HLC will acknowledge if there are any further
66 issues with the by-laws. Dr. Soloman will send any suggested updates to the by-laws due to
67 some issues with it being so broad. We should have a set time to completely review the entire
68 by-laws documents. The by-laws are tweaked at different times, should have a set amount of
69 years that they are reviewed overall, and updated to the needs of the institution due to the
70 changes throughout time.
71

72 Strategic plans need to be updated about every 4-5 years due to the swirling environment. A
73 plan that is created every 2 years is usually more of an operational plan and anything longer than
74 five years may be too long.
75

76 Colleges need to look a long range plans for academic programs in reference to the programs
77 holding an adequate number of students or if that particular program is not a necessity anymore
78 for job opportunities. Name changes for institutions do not need HLC approval. If an
79 institution would like to change the name, they can do so.
80

81 Institutions are beginning to fail students because they aren't offering the courses that students
82 need to graduate. Advisors at times don't know when courses are offered. The retention studies
83 showed that our CTE students' graduation rates were higher. We found that the students that had
84 a clear/detailed semester plan were more successful. Financial aid plays an important role with
85 students' success.
86

87 Cohorts prove to be stronger and more successful for students due to the support that the students
88 have with the defined curriculums. It is also beneficial to recruit stronger faculty when you
89 know ahead of time that you need the academic programs.
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91 The process that we follow now will be completely different for the next accreditation. The
92 Board members are all welcome to attend the ½ day of seminar which is scheduled tomorrow.
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VI. Next Meetings:

- Regular Board Meeting: April 23, 2012 at 5:00 p.m. in the TMCC Board Room

VII. Adjournment: Acting Chairman Glenn Longie asked for a motion to adjourn. JoAnne DeCoteau made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried. Meeting adjourned at 6:50 p.m.



Carla Peltier, Chairperson



Jaclyn De Los Santos, Board Secretary