

1  
2  
3 **Turtle Mountain Community College**  
4 **Regular Board of Directors Meeting**  
5 **January 26, 2009**  
6 **5:22 p.m.**  
7

8 **APPROVED MINUTES**  
9

10 **Board of Directors Present:** Lance Azure  
11 Emil LaRocque  
12 Ron Peltier  
13 John Trottier  
14 Barbara Poitra  
15

16 **Board of Trustees Present:** Resa Rivard  
17 Yvonne St. Claire  
18 Memory Poni Cappel  
19 Jim Baker  
20 Harold Counts  
21 David "Doc" Brien  
22

23 **TMCC Employees Present:** Dr. Jim Davis Dr. Leonard Dauphinais  
24 Dr. Bill Gourneau Larry Henry  
25 Wanda Laducer Dennis Bercier  
26 Wannetta Bennett Barbara Dahlen  
27 Lyle Poitra Sheila Trottier  
28 Stephanie Poitra Judy Belgarde  
29

30 **Others Present:** Dale Van Eckhout – USDA  
31 Rod Beck – USDA  
32

33 **Chairman Azure called the meeting to order at 5:22 p.m.**  
34

35 **Chairman Azure called for the approval of the minutes for the regular board meeting on**  
36 **November 24, 2008.** There was one change and that was to change the lowest bidder for the student  
37 union from Jiran Architects to Baukol Construction which was incorrectly stated. Chairman Azure  
38 called for the motion to approve these minutes with that correction. Barbara Poitra made this  
39 motion, seconded by Emil LaRocque. Chairman Azure called for the vote. All were in favor.  
40 Motion carried.  
41

42 **Chairman Azure called for the approval of the minutes for the All Day Quarterly Board**  
43 **Meeting, December 6, 2008, which was held in Grand Forks.** There were some corrections to  
44 this set of minutes. Chairman Azure called for a motion with the corrections. John Trottier made

the motion to approve the minutes of December 6, 2008 with the corrections, seconded by Ron Peltier. Chairman Azure called for the vote. All were in favor. Motion carried.

**Chairman Azure called for the approval of special board meeting minutes of December 16, 2008.** There were some corrections. Chairman Azure called for the motion. John Trottier made the motion to approve these minutes along with the corrections, seconded by Barbara Poitra. Chairman Azure called for the vote. All were in favor. Motion carried.

**Chairman Azure called for the approval of special board meeting minutes of December 29, 2008.** There were no corrections or changes. Chairman Azure called for the motion to approve these minutes. Ron Peltier made this motion, seconded by Emil LaRocque. Chairman Azure called for the vote. All were in favor. Motion carried.

**Chairman Azure called for the approval of the agenda.** There were some additions to the agenda and they are to add 2.2.8 Construction Contract under the President's Report, 2.2.7 Board Secretary Contract – to go into executive session and add 2.4.1 Questions about valid and invalid courses under Academic Dean's Report. Chairman Azure called for the motion to approve the agenda with these changes. Ron Peltier made this motion, seconded by Barbara Poitra. Chairman Azure called for the vote. All were in favor. Motion carried.

## **2.1 President's Report by Dr Jim Davis**

**2.1.1 USDA Presentation** – Dale Van Eckhout and Rod Beck from USDA were present for questions and answers concerning funding from USDA projects. Rod and Dale were at the board meeting at the request of the board to clarify RDA bidding process and provide their opinion on high bids we received on the Trading Post project. They were also asked for a recommended approach to get the project moving. Additional Business grant opportunities were also discussed regarding an additional \$100,000 grant to augment the first grant. This option was discussed during a meeting in Bismarck the later part of January. Dr. Davis, Wannetta and Lyle Poitra are interested in pursuing this option. Dr Davis recommended to scale back project and re-bid it. Both Dale and Rod agreed. A lengthy discussion was held.

**2.1.2. Facility Project Updates** – Trading Post – discussion held. Board recommends that Dr Davis, Dr. Dauphinais, Dennis Bercier and Wannetta Bennett look at redesigning it to a lower cost and re-bid it but also to look at all aspects and come back to the board.

79 **2.1.3 Payment to Jiran Architects** - Letter was received from them requesting a payment  
80 in the amount of \$119,331.93. They have been paid \$105,764.72. Jiran says TMCC still  
81 owes them. After some discussion, the recommendation from the board is for Dr Davis and  
82 Dr Dauphinais to call Jeff Welch and look at original contract with reimbursables and get this  
83 resolved.

84 **2.1.4 Program Planning 2009-2010** – Dr Davis discussed this with the board.

85 **2.1.5 Travel Report**

86 **2.1.6 Christmas Bonus Issue** – decision was made at special board meeting in December.  
87 No further discussion.

88 **2.1.7 Contract for Board Secretary** – Judy Belgarde – this issue will go into executive  
89 session after the meeting is adjourned.

90 **2.1.8 Construction Contracts** – just needs to be signed by Chairman Lance Azure. These  
91 are the contracts that Chairman Azure signed:

92 a. Bergstrom Electric - \$316,760.00

93 b. Baukol Builders - \$1,308,804.00

94 c. C.L. Linfoot - \$428,337.00

95  
96 **2.2 Comptrollers Report by Dr. Leonard Dauphinais**

97 **2.2.1 P.O.'s – none.**

98 **2.2.2 Land Issue** – Dr Dauphinais gave a handout from Revere Real Estate out of Rolla for  
99 the board to look over. The board looked over this handout and told Dr Dauphinais to  
100 negotiate with the individual to start at about \$70,000.00. Bring this issue back at a later  
101 date. Letter is attached.

102 **2.2.3 Letter** – loan transfer is at a lower rate. Bring back to next board meeting.  
103

104 **2.3 Human Resource Report by Dr Bill Gourneau -**

105 **2.3.1 – Marilyn Delorme** was hired for the Clinical Lab Technician Position.

106 **Stacie** Blue was hired in the TCUP Department.

107 **Dr Scott Hanson** was hired as the TCUP Director.

108 **Dr. Debbie Hunter** was hired as TCUP Life Science Instructor

109 **Brock Baker** resigned from his position as Entrepreneur Instructor.

110 Dr Gourneau still has two policies out on 30-day comment. He is having an attorney review  
111 the code of conduct policy – employee definition. He will have this policy ready for the  
112 February board meeting.

113  
114 **2.4 Academic Dean's Report by Larry Henry**

115 Mr. Henry reported that the spring semester started out real good. Most classes were  
116 filled.

117 Accreditation Report – the NCA focus visit went real well. The next NCA visit will be in  
118 2013.

119 Nursing Report will be in this week or next week for summer startup.

120 LPN Program – 10 students finished the courses and 6 have passed their state boards.

121 EMS (Emergency Medical Services) Program – no appointments yet.

122 Sheila Trottier left the meeting at 7:47 p.m.

123 Harold Counts left the meeting at 7:59 p.m.

124 Dr Bill Gourneau left the meeting at 8:00 p.m.

125 Stephanie Poitra left the meeting at 8:07 p.m.

126 **2.5 Student Services Report by Wanda Laducer**

127 Retention is working. They had over 100 for orientation and 623 for registration and that was up  
128 150 from last year.

129 **2.6 Student Government – Memory Poni-Cappo** – they are getting ready for AIHEC in

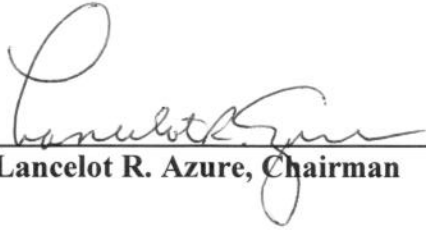
130 Washington, DC and in Missoula, Montana.

131 Chairman Azure reminded the board that there is a quarterly board meeting in March and we need to  
132 settle on a date.

133 **3.1 Next Board Meeting**

134 There being no further business, Chairman Azure asked for a motion to adjourn. Ron Peltier  
135 made the motion to adjourn, seconded by Emil LaRocque. All board members were in favor.  
136 Motion carried. Meeting adjourned at 8:11 p.m. The next board meeting will be held on  
137 February 23, 2009 at 5:00 p.m. in the board room of the college.

138  
139 Chairman Azure called for an executive session after the meeting adjourned.  
140

141  
142  
143  
144  
145   
146 Lancelot R. Azure, Chairman  
147

  
Judy Belgarde, Board Secretary



# ***Turtle Mountain Community College***

P.O. Box 340  
Belcourt, North Dakota 58316

Telephone: (701) 477-7862  
Fax: (701) 477-7870

## **Regular Board of Directors Meeting February 23, 2009 5:00 p.m.**

### **A g e n d a**

#### **1. GENERAL FUNCTIONS**

Call to Order	Lance Azure
Roll Call	Lance Azure
Approval of Minutes	Lance Azure
Approval of Agenda	Lance Azure

#### **2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

##### **2.2 Comptroller's Report**

2.2.3 Other	Tracy Azure
-------------	-------------

##### **2.1 President's Report**

**Dr. Jim Davis**

- 2.1.1 ATM Machine (Gar Wiedrich – T.M. State Bank)
- 2.1.2 Music Department
- 2.1.3 Update on New Facilities
- 2.1.4 All Day Board Meeting
- 2.1.5 AIHEC Student Conference
- 2.1.6 Hiring of Board Secretary
- 2.1.7 Stimulus Package

##### **2.2 Comptroller's Report**

**Dr. Leonard Dauphinais**

- 2.2.1 P.O. s
- 2.2.2 Loan Transfer Information

##### **2.3 Human Resources Report**

**Dr. Bill Gourneau**

- 2.3.1 Policies
- 2.3.2 New Hires

##### **2.4 Student Services Report**

**Wanda Laducer**

#### **3.0 OTHER BUSINESS**

##### **3.1 Other Business**

##### **3.2 Next Board Meeting March 21, 2009 at 9:00 a.m.**

##### **3.3 Adjournment**

**Turtle Mountain Community College  
Regular Board of Directors Meeting  
February 23, 2009  
5:18 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present: Lance Azure, Emil LaRocque, John Trottier.**

**Board of Trustees Present: Resa Rivard, Jim Baker**

**TMCC Employees: Dr. Jim Davis, Wannetta Bennett, Dr. Leonard Dauphinais,  
Tracy Azure, Jaclyn Stein, Dr. Bill Gourneau, Kathe Zaste, Dennis Bercier.**

**TMCC Employees Absent: Larry Henry**

**Student Government Representatives Present: Memory Poni-Cappo, Harold Counts**

**Chairman Azure called the meeting to order at 5:18 p.m.**

Resa Rivard is a voting member

Harold Counts, Student Senate President is a voting member.

Chairman Azure asked if there were any corrections and there were two corrections to be made. Chairman Azure then asked for a motion to approve those minutes of January 26<sup>th</sup>, 2009. Emil LaRocque made the motion to approve those minutes with the corrections, seconded by Resa Rivard. All were in favor. Motion carried.

Chairman Azure then called for any changes to the agenda. There were two changes:

Add:

a. 2.1.7 Stimulus Package

Move:

a. 2.2.3 Other, Tracy Azure to the top of the agenda

Chairman Azure asked if there were any more changes. There were not, so, he asked for a motion to approve the agenda. Resa Rivard made the motion to approve the agenda,

38 seconded by Emil LaRocque. Chairman Azure called for the vote. All were in favor.  
39 Motion carried.

40

41 **2.1 Presidents Report by Dr. Jim Davis**

42 **2.1.1 ATM Machine**

43

- 44 • We have a request to have an ATM machine placed in TMCC. No cost to TMCC  
45 except the phone line. TM State Bank will charge a \$2 fee to users that are not  
46 TM State Bank customers. Discussion held.
- 47 • 5:28 p.m. Jim Baker enters the meeting.
- 48 • Emil LaRocque made the motion to approve getting the ATM machine from TM  
49 State Bank, seconded by Harold Counts. Chairman Azure called for the vote. All  
50 were in favor. Motion carried

51

52 **2.2.3 Comptrollers Report: Other by Tracy Azure**

53

- 54 • Tracy Azure provided a handout of IRS form 990: Return of Organization Exempt  
55 From Income Tax. Tracy informed the board that there have been some  
56 provisions made to the form, requesting more detailed information. Discussion  
57 held.
- 58 • Tracy Azure exited the meeting at 6:03 p.m.

59

60 **2.1.2 Music Department**

61

- 62 • Chairman Azure has been receiving calls about a music department. Discussion  
63 held. Need to recruit for a music program and bring more activities to the  
64 auditorium. This issue needs to be revisited.

65

66 **2.1.3 Update on New Facilities**

67

- The Student Union is ready to go; contracts are all signed and returned. We are just waiting on the weather.
- The Trading Post-We are waiting on information from the USDA. We had questions for them and are waiting for the responses. Discussion held. Possibly need to relocate the trading post and go with a different style of building for about \$270,000.

#### **2.1.4 All Day Board Meeting**

- The next all day board meeting will be scheduled for Saturday, March 21<sup>st</sup>, at 9 a.m. in the TMCC Board Room. Topics to be covered will be: Faculty contracts (Dr. Bill Gourneau) and Curriculum (Larry Henry).

#### **2.1.5 AIHEC Student Conference**

- About 40 students are going to AIHEC with different topics. Currently working on: fundraisers for jackets, organizing the bus ride to AIHEC, and ordering t-shirts. AIHEC begins on March 29<sup>th</sup>-April 1<sup>st</sup>. Discussion held.

#### **2.1.6 Hiring of Board Secretary**

- The job description was put together for the Board Secretary using what was listed in the policy manual. Position is out for a two week advertisement. Discussion held. No salary scale is set up for the Board Secretary; this is to be determined by the Board of Directors. Discussion held.
- Jim Baker exits the meeting at 6:47 p.m.

#### **2.1.7 Stimulus Package**

- We have been working on the Stimulus Package for 1 ½ months and we have submitted it. Not sure that it will go anywhere, due to it doesn't have anything



specific to Tribal Colleges listed in it. Discussion held. Wannetta Bennett is going to work with the tribe on the Stimulus Package.

- There is \$85.7 million through the state which we should enquire about. This is for first time funding for projects which includes infrastructure, roads, and buildings. Discussion held.
- We would like to get more funding for further security. Possibly share security with other agencies. We can contact the COPS program and possibly get more money for better security measures. Leonard Dauphinais can look into the updates and get quotes. Discussion held.
- Security of energy may be coming for a visit on the wind turbine. Possibly get the tribe involved with the wind turbine.

## **2.2 Comptrollers Report by Dr. Leonard Dauphinais**

### **2.2.1 P.O's**

- No PO's at this time
- Counter offer to Revere Real Estate from last month's meeting was too low and Revere Real Estate did not except the offer. Discussion held.

### **2.2.2 Loan Transfer Information**

- Received a letter from Dacotah Bank and the interest rate want to go from 7% to 5.25% effective 2/1/09. Rolette State Bank would give a rate of 5.75%, and Turtle Mountain State Bank would give a rate of 6.45%. Discussion held. Possibly concentrate on new money for a new loan. We will discuss Loan information at the all day meetings.
- We will set up a committee for the Bank Information. This committee will consist of: Chairman Lance Azure, Emil LaRocque, President Jim Davis, Dr. Leonard Dauphinais, and Resa Rivard. Discussion held.

## **2.3 Human Resource Report by Dr. Bill Gourneau**

### **2.3.1 Policies**

- Two policies, which are the Staff policy and Code of Ethics policy, were out for a 30 day comment period. They are still not ready to go at this time, they need to be revisited and possibly have a legal opinion. Discussion held. Dr. Dauphinais, Dr. Gourneau, and President Davis need to finalize the policies and have completed by the All Day Board Meeting on March 21<sup>st</sup>, 2009.

### **2.3.2 New Hires**

- New Hires – Nursing Instructor: Tina St. Claire was recommended for the position and hired. Academic Preparedness Director: Ann Longie was recommended for this position. Chairman Azure called for a motion to approve hiring Tina St. Claire for the Nursing Instructor and Ann Longie for the Academic Preparedness Director. John Trottier made this motion, seconded by Harold Counts. All were in favor. Motion carried.

### **2.4 Student Service Report by Wanda Laducer**

- Wanda Laducer was absent, but provided a report. Graduation is on May 16<sup>th</sup>, 2009 and the Powwow is on May 2<sup>nd</sup>, 2009.
- Upward Bound has more students than they can handle. Upward Bound is going to schedule better next year, so the program doesn't interfere with the other summer programs that are offered. Upward Bound has its own student handbook, but students also have to follow TMCC policies.

### **3.0 Other Business**

- STUDENT SENATE. AIHEC: need to select a speaker. The recommendations will come from Student Senate and the graduation committee will select the

speaker. We have a \$500 honorarium payment for the speaker. Discussion held.

Student Senate should have a large role in selecting the guest speaker.

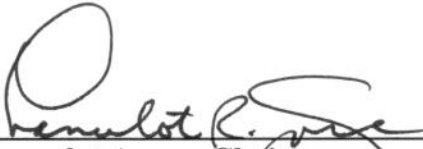
- Larry Henry: Get Larry Henry's report and send it to the Board Members

### **3.2 Next Board Meeting**

- The next board meeting is scheduled for Saturday, March 21<sup>st</sup>, 2009 at 9 a.m. in the TMCC Board Room. This is the quarterly all day board meeting.

### **3.3 Adjournment**

- There being no further business, Chairman Azure asked for a motion to adjourn. Resa Rivard made the motion to adjourn, seconded by Harold Counts. All board members were in favor. Motion carried. Meeting adjourned at 7:38 p.m.

  
\_\_\_\_\_  
Lancelot Azure, Chairman  
\_\_\_\_\_  
Jaclyn Stein, Acting Board Secretary



# *Turtle Mountain Community College*

P.O. Box 340  
Belcourt, North Dakota 58316  
Telephone: (701) 477-7862  
Fax: (701) 477-7870

## **All Day Board of Directors Meeting Saturday, March 28<sup>st</sup> 2009 9:00 a.m.**

### **Agenda**

#### **1. GENERAL FUNCTIONS**

Call to Order	Lance Azure
Roll Call	Lance Azure
Approval of Minutes	Lance Azure
Approval of Agenda	Lance Azure

#### **2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

- |   |                       |
|---|-----------------------|
| 2.1 President's Report                            | Dr. Jim Davis         |
| 2.1.1 P2P Initiative                              |                       |
| 2.1.2 Meeting with Staff and Faculty              |                       |
| 2.1.3 Hiring of Board Secretary                   |                       |
| 2.1.4 Grants (Wannetta Bennett and Larretta Hall) |                       |
| 2.2 Comptroller's Report                          | Dr Leonard Dauphinais |
| 2.2.1 PO's  |                       |
| 2.2.2 Loan Transfer Information                   |                       |
| 2.2.3 Security & Technology Upgrades              |                       |
| 2.2.4 Other                                       |                       |
| 2.3 Human Resource Report                         | Dr. Bill Gourneau     |
| 2.3.1 Faculty Contracts                           |                       |
| 2.4 Academic Dean Report                          | Larry Henry           |
| 2.4.1 Curriculum                                  |                       |

#### **3.0 OTHER BUSINESS**

- 3.0.1 Executive Session
- 3.1 Next Board Meeting – April 28, 2009
- 3.2 Adjournment

1                                   **All Day Board Meeting**  
2                                   **March 28, 2009**  
3                                   **9:00 a.m.**

4  
5                                   **Official Minutes**

6  
7   Present: Lance Azure, John Trottier, Emil LaRocque, John Frederick, Ike Trottier, Jim  
8   Lindgren, Ron Peltier, Yvonne St. Claire, and Janice Azure

9  
10   Absent: Barb Poitra

11  
12   Others: Dr. Leonard Dauphinais, Wanda Laducer, Larretta Hall, Dr. Jim Davis,  
13   Wannetta Bennett, and Dr. Bill Gourneau

14  
15   Meeting opened at 9:20 am

16  
17   Reading of minutes – Motion made by Ron to approve the minutes with corrections,  
18   second John, all were in favor

19  
20   Approval of agenda motion- Emil made a motion to approve the agenda, second John, all  
21   in favor

22  
23   **President's report:**

24   **2.1.1 P2P**

25   Dr. Davis gave handouts to the Board (attached) Discussion was held on the lease. Dr.  
26   Davis stated that we do not have a lease. Lance stated that we have a 25+ year lease.  
27   Leonard will search for the lease. Dr. Davis reported on his discussion with P2P on  
28   moving buildings and/or demolition of buildings.

29  
30   The land issue needs to be resolved. Leonard presented on the cost to move the  
31   buildings. Cost to move or demolish is between 100k to 120k. P2P would like a decision  
32   on what the college wants to do. P2P has set a deadline of September. Leonard gave  
33   handout (attached) and explained the information including the timeline to meet a  
34   September deadline. The Board needs to make a decision on moving of the buildings.  
35   Discussion held on P2P's goal of economic development and how moving the south  
36   campus fits into this goal. Janice stated that this is the first that she is hearing of P2P's  
37   plans for the college property. She thinks that there is a need for better communications.  
38   John stated that it comes down to what the Council is planning to do. John stated that  
39   TMCC needs to meet with the Council. Discussion was held. Yvonne stated that the first  
40   step should be to meet with the Council.

41  
42   Emil stated that the Board needs to make the initial decision. Further discussion was  
43   held. Janice stated that the Board needs to meet with the Council to share these concerns.  
44   Jim will work with Janice to set up a meeting with the Tribe. Janice will try to put the



Board on the Council's agenda next Friday April 3<sup>rd</sup> at 10 am. Janice will confirm the time. The college will create a packet for the tribe prior to the meeting on the 3<sup>rd</sup>. All three entities will be present. Meeting will be held at the sprung building.

#### **2.1.2 Meeting with Staff and Faculty**

Emil put this on the agenda. He thinks that the Board should meet with the staff and faculty. Emil referenced Ron Carpenter's report and the issues which were raised in the report. He stated that the Staff and Faculty have a lot of good ideas. Yvonne stated that that this should not be a role of the Board. Lengthy discussion was held. Dr. Davis informed the Board what administration has been doing to address the needs of the college.

Barb Poitra arrived at 10:45 am and replaced Jim Lindgren as a voting member.

John stated that we should have some informal meetings such as a picnic or meal where staff and faculty can meet with the Board. Lance stated that Dr. Davis should be the one to set this up.

#### **2.1.3 Board Secretary**

There are two applicants, Jackie Stein and Sheena Vallie. Discussion on what process should be used for hiring. Dr. Davis will interview and bring in recommendation. Lance stated that the secretary needs to have packets a week in advance and this should be included in the duties. Discussion was held on compensation. Yvonne recommended \$3,600 per year regardless of the number of meetings. Discussion was held on pay per meeting. Motion made by John to compensate at the rate of \$200 per meeting and \$100 per special meeting, second by Ron, all in favor.

#### **2.1.4 Grants**

Larretta gave handout of grants she has worked on. Larretta then gave an oral report on the projects on which she is working. Emil asked about possible funding for transportation. Janice stated that the Tribe is building a new transit center. John stated that a report on funding efforts should come to the Board quarterly. Lengthy discussion was held on grants. Larretta presented the Board with a handout on Pennies for TMCC project she would like them to consider.

Wannetta presented bus information. (Attached) She informed the Board on two awards (Bremer and nursing program) and grants submitted from other staff members.

12:07 Break

12:23 resume

78 **Comptroller report**

79 **2.2.1 PR's**

80 There were no purchase requisitions to present.

81 **2.2.2 Loan**

82 Dakota Bank's interest rate is 5.25%, Rolette bank's is 5.75 and Turtle Mountain bank's  
83 was 6.45 and is now 5.45%. Discussion was held. Barb stated that she likes to consider  
84 Indian owned businesses. Janice asked if this is a bid process. She asked if this is  
85 negotiable. Discussion held. Yvonne discussed the deficits in the college budgets.  
86 Yvonne asked for Leonard's recommendation. Leonard recommended we stay with  
87 Dakota Bank. Motion was made by Ron to go with the comptroller's recommendation,  
88 second by John, two opposed- Emil and Barb. Lance broke tie by voting for the motion.

89 **2.2.3 Camera security**

90 The college is upgrading with better cameras and additional cameras for areas not  
91 covered. Emil asked about random drug testing and wants us to work with the school on  
92 use of the drug dogs. Questions were raised on funds from Homeland Security. Emil  
93 asked about drug testing. Bill stated that he is working on it. There was lengthy  
94 discussion on the need to get drug testing done regularly. Discussion held on possibly  
95 working with the tribe on jointly using the tribe's testers.

96 Leonard reported that the college is also upgrading its server.

97 **HR report**

98 **2.3.1 Faculty contracts**

99 Letters were sent out on Friday pending board approval. Discussion held on evaluation  
100 of faculty. Dr. Gourneau stated that this is done through peer evaluations. Motion was  
101 made by Ron to send out Letters of intent, second by Emil, all in favor.

102 Pharmacy tech position had two applicants Jim Mitchell and Christie Rondeau. Jim  
103 Mitchell is recommended. Discussion was held on the process and the position  
104 descriptions. Board asked Jim for his recommendation. He stated that he recommends  
105 Jim Mitchell. Lance stated that there is only two choices – go with recommendation or  
106 send back to re-advertise. Discussion followed. Motion made by Ron to send back to  
107 committee to question both candidates about their ability to work at the times required by  
108 the class schedule, second by Emil, three were for, one abstained- John

109 Lengthy discussion held positions in the Department of Labor project. Motion made by  
110 Ron to concur with the recommendation to hire Marilyn Delorme under the current salary



111 scale and to pay her \$4,000 for additional duties of accreditation and curriculum, second  
112 by Emil, all in favor.

113 Motion made by Barb to put market salaries in all proposals and that the President has the  
114 authority to determine hard to fill positions for grant proposals, second by John, all in  
115 favor. Discussion held on need to address department heads. July meeting needs to  
116 address organizational chart.

117

118 Tracking specialist position had four applicants. Two applicants didn't qualify and after  
119 further review the third didn't qualify. Doris Greenwood was recommended. Motion  
120 made by Emil to concur with the recommendation to hire Doris Greenwood, second by  
121 Ron, all in favor.

122 **Wanda's report – student services**

123 Wanda gave a handout report (attached) from the department and gave oral highlights of  
124 each area

125 Financial aid—disbursement date is April 9<sup>th</sup>.

126 Scholarship—committee is meeting monthly. 253 students receive tribal scholarships.

127 College goal Sunday – was held February 22<sup>nd</sup>. The numbers down from last year, we  
128 had 38 students. TMCC will look at giving away some refurbished computers next time.

129 Registrar—the final count was 690 for spring semester. Last day to drop was April 6<sup>th</sup>

130 Graduation--May 16, speaker is Thomas Dismukes, the Pow-wow will be May 2<sup>nd</sup>.

131 Admissions – has been maintaining records to make sure tribal enrollment forms are  
132 complete. Recruitment at the local schools is being conducted.

133 SSS – has been working with the AIHEC conference.

134 Upward Bound—staff is working on handbook for the April meeting.

135 Retention—Jackie is working on attendance and holding retention meetings.

136 **Academic Dean report**

137 Larry is at AIHEC. He had a meeting with AICF staff on our project. He is looking at  
138 the catalog to determine what programs need to be eliminated and what programs need to  
139 be added. Faculty are working on Native American studies program and customized



140 workforce training. Dr. Davis provided information on the secondary science program.  
141 Questions were asked about the Elementary Ed program and its graduates.  
142 Dr. Davis informed the Board that the girls' team took second in AIHEC basketball  
143 tournament.

144 **OTHER**

145 Next board meeting is scheduled for April 27<sup>th</sup>.  
146 Motion made by Ron to adjourn, second by Barb, all in favor.  
147 Meeting adjourned at 3:05 pm.  
148 Board went into executive session.

149

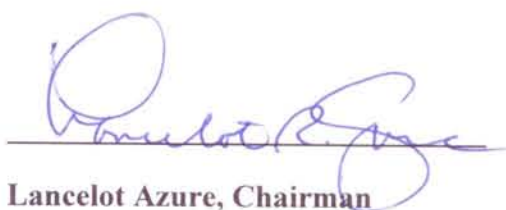
150

151

152

153

154



**Lancelot Azure, Chairman**



**Wannetta Bennett, Acting Board Secretary**



# *Turtle Mountain Community College*

P.O. Box 340  
Belcourt, North Dakota 58316

Telephone: (701) 477-7862  
Fax: (701) 477-7870

## **Special Board of Directors Meeting**

**April 14, 2009**

**5:00 p.m.**

### **A g e n d a**

#### **1. GENERAL FUNCTIONS**

Call to Order

Roll Call

Approval of Agenda

Lance Azure

Lance Azure

Lance Azure

#### **2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

##### **2.1 President's Report**

**Dr. Jim Davis**

2.1.1 Mechanical Deduct on Library/Student Union

2.1.2 South Campus

##### **3.0 OTHER BUSINESS**

3.0.1 Pharmacist Position

3.0.2 Evaluations

3.1 Next Board Meeting – April 27<sup>th</sup>, 2009

3.2 Adjournment

**Turtle Mountain Community College  
Special Board of Directors Meeting  
April 14, 2009  
5:39 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present: Emil LaRocque, John Trottier, Ron Peltier.**

**TMCC Employees: Dr. Jim Davis, Wannetta Bennett, Dr. Leonard Dauphinais, Jaclyn Stein, Dr. Bill Gourneau, Dennis Bercier, Wes Davis.**

**Vice Chairman John Trottier called the meeting to order at 5:39 p.m.**

**2.1 Presidents Report by Dr. Jim Davis**

**2.1.1 Mechanical Deduct on Library/Student Union by Dr. Davis and Dennis Bercier**

- Please refer to the handout provided by Dennis Bercier.
- There was a meeting held on April 7<sup>th</sup>, 2009 concerning the building of the Library/Student Union. The main item is mechanical construction to have Linfoot handle the controls and it was removed due to the cost. After further review it is determined without the mechanical system, it would be a standalone system. The board needs to determine if they want to put the \$18,000 back into the building. Discussion held. Vice Chairman John Trottier asked for the motion to add the \$18,000 back into the construction of the Library/Student union for the mechanical system. Emil LaRocque made this motion, seconded by Ron Peltier. All were in favor.
- The notice to proceed needs to be signed by Chairman Azure and Dr. Davis once the originals are received from Jiran Architects. Vice Chairman John Trottier asked for the motion to proceed with construction, Ron Peltier made this motion, seconded by Emil LaRocque. All were in favor.

- 34       • Vice Chairman John Trottier requested that a board member be present at the  
35       meetings with the construction committee. The meeting minutes will also be sent  
36       to the members of the construction committee after each meeting.

37

38       **2.1.2 South Campus**

39

- 40       • We are possibly jumping ahead by meeting with the Tribal Council. TMCC  
41       should determine what they would like to see done first. Discussion held. Dr.  
42       Dauphinais may contact Jolene Peltier to view the Records of Resolution.  
43       • South Campus discussion should be on the agenda for the next meeting.

44

45       **3.0 Other**

46       **3.0.1 Pharmacist Position**

47

- 48       • There were two people interviewed and only one person is available for a full  
49       time job. He is also qualified. Dr. Davis has recommended the hiring of Jim  
50       Mitchell for the Pharmacy Tech position. Vice Chairman John Trottier asked for  
51       the motion to go with Dr. Davis' recommendation to hire Jim Mitchell as the  
52       Pharmacy Tech, including Christy Rondeau as an alternate. Ron Peltier made this  
53       motion, seconded by Emil LaRocque. All were in favor.  
54       • Vice Chairman John Trottier asked for the motion for Dr. Davis to work with  
55       Christy Rondeau to hire her as adjunct faculty. Ron Peltier made this motion,  
56       seconded by Emil LaRocque. All were in favor.

57

58       **3.0.2 Evaluations**

- 59       • Vice Chairman John Trottier would like to do evaluations on administration. This  
60       item should be on the next agenda. This would cover any positions that go  
61       directly to the Board of Directors. Discussion held. The board should have  
62       training on evaluations and administrative positions.

63

64       **3.0.3 Other**

- 65       • Anishinabe currently doesn't have a director. Mark Hamley is acting. Lyle Poitra  
66       handed in his resignation last week. John Trottier, Ron Peltier, and Dr. Davis will  
67       meet on this issue on Friday.

68

69       **3.2 Next Board Meeting**

70

- 71       • The next board meeting is scheduled for Monday, April 29<sup>th</sup>, 2009 at 5 p.m. in the  
72       TMCC Board Room.

73

74       **3.3 Adjournment**

75

- 76       • There being no further business, Vice Chairman John Trottier asked for a motion  
77       to adjourn. Emil LaRocque made the motion to adjourn, seconded by Ron Peltier.  
78       All were in favor. Motion carried. Meeting adjourned at 6:16 p.m.

79

80

81

82

83

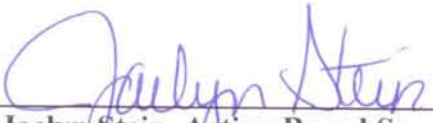
84

85

86

87

88

  
John Trottier, Vice Chairman  
Jaclyn Stein, Acting Board Secretary





# *Turtle Mountain Community College*

P.O. Box 340  
Belcourt, North Dakota 58316

Telephone: (701) 477-7862  
Fax: (701) 477-7870

## **Regular Board of Directors Meeting**

**April 27, 2009**

**5:00 p.m.**

### **A g e n d a**

#### **1. GENERAL FUNCTIONS**

Call to Order

Roll Call

Approval of Minutes

Approval of Agenda

Lance Azure

Lance Azure

Lance Azure

Lance Azure

#### **2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

##### **2.1 President's Report**

**Dr. Jim Davis**

2.1.1 Research on Preeclampsia (Dr. Best)

2.1.2 Jeremy Laducer, Road Project (BIA 7)

2.1.3 Donna Thomas—Voc. Rehab

2.1.4 Upward Bound Minneapolis Trip

2.1.5 Funding/Projects Update

2.1.6 South Campus

2.1.7 Title III New Construction

2.1.8 Anishinabe

2.1.9 Basketball Program for 2009-2010

2.1.10 Board Secretary

2.1.11 Evaluations on Administration

##### **2.2 Comptroller's Report**

**Dr. Leonard Dauphinais**

2.2.1 P.O. s

2.2.2 Arrowhead Printing

2.2.3 Budget vs. Actual as of 3/31

2.2.4 Other

##### **2.3 Human Resources Report**

**Dr. Bill Gourneau**

2.3.1 New Hires

2.3.2 Drug Training

##### **2.4 Academic Dean Report**

**Larry Henry**

##### **2.5 Student Services Report**

**Wanda Laducer**

#### **3.0 OTHER BUSINESS**

3.0.1 Executive Session

3.1 Other Business

3.2 Next Board Meeting May 26, 2009 at 5:00 p.m.

3.3 Adjournment

1                                   **Regular Board Meeting**  
2                                   **April 27, 2009**  
3                                   **5:00 p.m.**

4  
5                                   **OFFICIAL MINUTES**

6  
7   **Board of Directors Present: Lance Azure, John Trottier, Emil LaRocque, Barbara**  
8   **Poitra.**

9  
10   **Board of Directors Absent: Ron Peltier.**

11  
12   **Board of Trustees Present: John Frederick, Resa Rivard, Janice Azure, Yvonne St.**  
13   **Claire, Jim Lindgren, David Brien.**

14  
15   **TMCC Employees Present: Dr. Leonard Dauphinais, Jackie Stein, Kathe Zaste,**  
16   **Donna Thomas, Dr. Lyle Best, Larretta Hall, Dennis DeCoteau, Arlyn Vivier, Dr.**  
17   **Jim Davis, Larry Henry, Wanda Laducer, Joseph Eltobgi, Wannetta Bennett,**  
18   **Dennis Bercier.**

19  
20   **Others Present: Lori Gourneau, Jim Baker, Bill Demontigny.**

21  
22   Chairman Azure called the meeting to order at 5:07 p.m.

23  
24   Chairman Azure has placed Jim Lindgren as a voting member.

25  
26   Chairman Azure asked for the motion to approve the March 28<sup>th</sup> minutes with  
27   corrections. Emil LaRocque made this motion, seconded by Barb Poitra. All were in  
28   favor.

29  
30   Jim Baker enters the meeting at 5:15 p.m.

31  
32   Chairman Azure asked for the motion to approve the April 27<sup>th</sup> minutes with no  
33   necessary corrections. John Trottier made this motion, seconded by Emil LaRocque. All  
34   were in favor.

35  
36   Chairman Azure asked for the motion to approve the agenda. Emil LaRocque requested  
37   to add: 2.2.3 Budget vs. Actual as of 3/31, 2.2.4 Other, and 3.0.1 Executive Session.  
38   John Trottier made the motion to approve the agenda with the changes, seconded by Barb  
39   Poitra. All were in favor.

40  
41   David Brien enters the meeting at 5:18 p.m.

42  
43   **President's report:**

44   **2.1.1 Research on Preeclampsia—presented by Dr. Lyle Best**

45 Dr. Lyle Best presented information on the Preeclampsia study, which has been ongoing  
46 for four years at TMCC. This is an NIH funded project and may possibly be getting  
47 funded for further years. Dr. Best provided a handout, please see attached. Dr. Best's  
48 research may contribute to finding a treatment for Preeclampsia.

49 Bill Demontigny enters the meeting at 5:30 p.m.

50 **2.1.2 Jeremy Laducer, Road Project (BIA 7)—presented by Bill Demontigny**

51 The current road project which is supposed to be taking place to rebuild BIA 7 has been  
52 placed on hold. The road department is currently waiting for the papers to be signed by 2  
53 individuals which do not wish to sign. The individuals want more than what can be given  
54 to them. They are hoping that the project will be ready in one to two months. Discussion  
55 held.

56 Kathe Zaste enters at 5:42 p.m.

57 The TMCC Board may petition the government to move forward with the building of the  
58 road. Janice Azure will be in contact with some individuals to get the project moving  
59 forward.

60 Bill Demontigny exits the meeting at 5:54 p.m.

61 **2.1.3 Donna Thomas-Voc. Rehab—presented by Donna Thomas**

62 The grant for Vocational Rehabilitation is going to change. TMCC has been the grantee  
63 for the past 15 years and the granters are now requiring that the grantee be the Tribe  
64 rather than the college. Discussion held. The Tribe is able to get the grant and possibly  
65 have TMCC hold the grant for them. Donna Thomas provided a hand out with further  
66 information on the Voc. Rehab program.

67 **2.1.4 Upward Bound Minneapolis Trip**

68 This topic has been moved to executive session 3.0.1

69 **2.1.5 Funding/Projects Update**

70 A handout was provided. We received the information on the set-aside money for the  
71 Nursing program. This will be getting reviewed and we will determine what we are able  
72 to do with the money.

73 NASA sent an invitation to Outreach Tribal Colleges. With this invitation, Wannetta  
74 Bennett, Larretta Hall, Audrey LaVallie, and two students will be attending the outreach.  
75 Larretta Hall will be looking into the NASA grant at this time.



76 We are currently looking at Title III construction for funding for a health lab. This may  
77 be more of a priority than some projects. We currently have a lot of projects which are  
78 behind and it is a possibility that this may affect future funding. Discussion held. The  
79 Development Committee decided they would like to work on constructing a lab, rather  
80 than the 2<sup>nd</sup> story of the student union. Don't currently have enough funding for the 2<sup>nd</sup>  
81 story.

82 Larretta Hall stated that they may apply for funding for the Nursing Program, rather than  
83 using it on the secondary science building. They can apply for further funding next year  
84 and attempt to complete the second floor. Chairman Azure asked for a motion to allow  
85 Larretta to apply for money for a Nursing Building. This motion was made by Barb  
86 Poitra, seconded by John Trottier. All were in favor.

87 Dr. Davis provided an update for Broadband money for networking infrastructures and  
88 security for network at colleges. Dr. Davis would like to see this involve the entire  
89 reservation. NDSU will send out someone to do an assessment of what is currently in  
90 place.

#### 91 **2.1.6 South Campus**

92 Phyllis Jollie would like a meeting to be held between the P2P board and the TMCC  
93 Board. They are attempting to meet with the Tribe also. This would be an open meeting  
94 with them for ideas, then meet with the Tribe at another time. This should be set up in  
95 about a week.

#### 96 **2.1.7 Title III New Construction**

97 This was discussed in item 2.1.5

#### 98 **2.1.8 Anishinabe**

99 The position is currently open for the Director. We need to advertise for the position and  
100 include a new job description. We do not necessarily need a full time director and a job  
101 description could be created with those duties included. Dr. Davis will draft a job  
102 description and bring it back to the board at the next meeting. Discussion held. We need  
103 to determine what the focus is for Anishinabe and tie the curriculum to it.

104 June 1<sup>st</sup>, they will erect the small residential wind turbine on the Straw Bale House.

105 Students will be working with a small wind farm this summer in Colorado.

106 Jim Baker exits the meeting at 6:55 p.m.

#### 107 **2.1.9 Basketball program for 2009-2010**

108 Teams are calling TMCC to schedule games for next year. Dr. Davis is considering  
109 joining the MONDAK Conference. TMCC would be the 10<sup>th</sup> North Dakota team  
110 involved, but he does not recommend joining this year. Dr. Davis believes that it would  
111 be better to wait until at least the 2010-2011 school year. Discussion held. Chairman  
112 Azure recommends waiting at least 2 years, to give TMCC time to become more  
113 established with their basketball team.

114 We need to hire coaches which are going to stay with TMCC for a while and are willing  
115 to cooperate with TMCC's schedule.

116 Dr. Davis would like to proceed with Basketball schedule for the next year. Chairman  
117 Azure asked for the motion to allow Dr. Davis to proceed with the Basketball schedule.  
118 John Trottier made this motion, seconded by Barb Poitra. All were in favor.

#### 119 **2.1.10 Board Secretary**

120 Dr. Davis interviewed two individuals. Dr. Davis recommends hiring Jackie Stein for the  
121 Board Secretary position. Chairman Azure asked for the motion to go with Dr. Davis'  
122 recommendation to hire Jackie Stein as the Board Secretary. Emil LaRocque made this  
123 motion, seconded by John Trottier. All were in favor.

124 The board secretary will be attending some training.

#### 125 **2.1.11 Evaluations on Administration**

126 The Board is getting prepared for contracts for Dr. Davis and Dr. Bill Gourneau.  
127 Evaluations need to be done. This will be discussed in Executive Sessions.

#### 128 **Comptroller report**

#### 129 **2.2.1 P.O.s**

130 There were no purchase requisitions to present.

#### 131 **2.2.2 Arrowhead Printing—presented by Joseph Eltobgi**

132 Dr. Leonard Dauphinais stated that they are receiving complaints by particular  
133 departments that the prices are too high through Arrowhead Printing and the Cafeteria.  
134 He is requesting to have board approval to write a policy stating that the departments  
135 within the college must use Arrowhead Printing and the Cafeteria.

136 Joseph Eltobgi provided a handout. He presented expanding the business and providing  
137 more services to the public. Joseph would like to move down to Arrowhead, due to the  
138 amount of assistance that they need there due to quantity of jobs that are currently being  
139 requested. Discussion held.



Joseph is also requesting to advertise for a full time regular position in the bookstore for a Bookstore Technician. Currently have a person in this position and the contract expires on May 5<sup>th</sup>, 2009. Chairman Azure asked for the motion to advertise and hire for a full-time regular employee for the Bookstore Technician Position. Emil LaRocque made this motion, seconded by John Trottier. All were in favor.

Continuation from Dr. Leonard Dauphinais discussion: Dr. Dauphinais would like the policy to include that the programs must use the cafeteria and Arrowhead Printing. Lance gave the approval for Dr. Dauphinais to draw up a policy and they will work together to get it completed.

### **2.2.3 Budget vs. Actual as of 3/31**

Dr. Dauphinais is requesting to change the petty cash fund at the South Campus to \$300.00, North Campus to \$400.00, Cafeteria to 100.00, and the Library to 20.00. See attachment for all details. Chairman Azure requested for a motion to approve the petty cash change, which is listed in Appendix IV of the policy. John Trottier made this motion, seconded by Emil LaRocque. All were in favor.

This should be included in the June Meeting.

The Indirect budget is currently at 77.62%, which is overspent by 2.62%. ICCA is currently at 97.75%, which is overspent by 22.75%. TMCC received \$100209.82 for non-beneficiary students, which will assist the overspending.

### **2.2.4 Other**

Nothing was reported under this item.

### **HR report**

### **2.3.1 New Hires—reported by Larry Henry**

The Title III co-op grant had a person for 120 days. They are currently requesting for another 120 days to keep Sandra Martell on. This is a part-time student position. The money is in the grant to cover Sandra. Discussion held. Chairman Azure asked for the motion to approve the extension of 120 days for Sandra Martell. Jim Lindgren made this motion, seconded by John Trottier. All were in favor.

### **2.3.1 New Hires—reported by Dr. Jim Davis**

Drug Training is scheduled for May 1<sup>st</sup>. Dr. Bill Gourneau found a company in Grand Forks which provides the training. Discussion held. TMCC needs to have random drug testing completed. They haven't had any random testing at all.

172 Janice Azure left the meeting at 7:40 p.m.

173 **2.4 Academic Dean Report by Larry Henry**

174 Faculty Contracts: All faculty members handed in their contracts except Irene Ost. Irene  
175 has decided to retire due to family and housing. Her position is currently being  
176 advertised.

177 Summer schedule is out and the Fall Schedule is almost complete. We are only waiting  
178 for approval on some programs. The HVAC program begin in the fall. We currently  
179 have 212 classes being offered and once the other programs are approved, we should  
180 have at least 240 classes being offered. Discussion held.

181 Dr. Virginia Allery will have 10 Elementary Ed students graduation and 3 Secondary  
182 Science students. Floyd Lavendure is going to be given his Bachelors degree also.

183 Nursing program currently had 6 students take their Boards and pass, 7 which failed, and  
184 7 haven't taken them yet.

185 AIHEC went well and we had no incidents.

186 Larry attended an NCA Conference and returned last week. TMCC was asked to be in a  
187 study fair and only about 60 people presented at this fair. We were the only tribal college  
188 which participated. Discussion held.

189 Shared Governance: evaluations are being completed to assist faculty with their  
190 classroom approach. We need to revise the gen-eds and add more classes and we most  
191 likely will not be removing any. Music courses will be offered again this semester.

192 Donna Thomas exited the meeting at 8:31 p.m.

193 **2.5 Student Services Report by Wanda Laducer**

194 Wanda reported that finals are May 4-7, registration is May 23<sup>rd</sup>, summer school begins  
195 May 26<sup>th</sup>, Graduation is May 16<sup>th</sup> and invitations are currently being printed. Currently  
196 have 116 student which applied for graduation, 86 are walking with an additional 40  
197 students walking for their GED. Thomas DesMuks is the speaker and we are currently  
198 looking for ushers.

199 Retention/Recruitment has been holding meeting and has had very poor attendance for  
200 the meetings. These meetings will be mandated by Dr. Davis.

201 Upward Bound has been having their weekend academies. They are working on their  
202 handbook, which needs to be presented at the May meeting. They are also meeting with  
203 students.

204 **3.0 OTHER BUSINESS**

205 Students Senate reports that they are having their end of the year Barbeque/Banquet on  
206 May 8<sup>th</sup>. The Powwow Committee is extending their invitation on May 2<sup>nd</sup> for the  
207 Powwow. They are requesting donations for the meal and assistance for registration and  
208 concessions.

209 They would also like to present a recommendation for a change of the TMCC logo. They  
210 would like to possibly use the Student Senate logo. Discussion held. Student Senate was  
211 informed to take this to Administrative Council.

212 Chairman Azure is requesting for a donation from TMCC of coffee and soup for their  
213 IHS Mental Health Conference. Dr. Davis requested to receive something in writing and  
214 he will contact Chairman Azure back on this request.

215

216 Next board meeting is scheduled for May 25<sup>th</sup>, 2009 at 5:00 p.m..

217 Chairman Azure asked for the motion to adjourn. Ron Peltier made this motion,  
218 seconded by Emil LaRocque. All were in favor.

219 Meeting adjourned at 9:13 p.m. and the meeting went into executive session.

220 Board went into executive session.

221 Board completed executive session at 9:44 p.m.

222

223

224

225

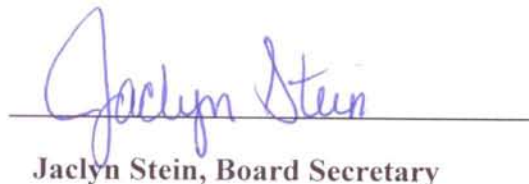
226

227

228



229 **Lancelot Azure, Chairman**



**Jaclyn Stein, Board Secretary**

230





# *Turtle Mountain Community College*

P.O. Box 340  
Belcourt, North Dakota 58316

Telephone: (701) 477-7862  
Fax: (701) 477-7870

## **Special Board of Directors Meeting**

**May 5, 2009**

**5:00 p.m.**

### **A g e n d a**

#### **1. GENERAL FUNCTIONS**

Call to Order  
Roll Call  
Approval of Agenda

Lance Azure  
Lance Azure  
Lance Azure

#### **2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

##### **2.1 President's Report**

**Dr. Jim Davis**

##### **2.1.1 P2P: South Campus**

##### **2.2 Human Resources Report**

**Dr. Bill Gourneau**

##### **2.2.1 New Hires**

#### **3.0 OTHER BUSINESS**

**3.1 Next Board Meeting – May 26<sup>th</sup>, 2009 at 5:00 p.m.**

**3.2 Adjournment**

**Turtle Mountain Community College  
Special Board of Directors Meeting**

**May 5, 2009**

**5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present: Emil LaRocque, John Trottier, Lance Azure, Barbara Poitra.**

**Board of Directors Absent: Ron Peltier**

**Board of Trustees Present: Resa Rivard, Yvonne St. Claire, Janice Azure, Jim Lindgren.**

**TMCC Employees: Dr. Jim Davis, Dr. Leonard Dauphinais, Jaclyn Stein.**

**P2P Board Present: Stephanie Jay, Gene Laducer, Phyllis Jollie, Jeremy Laducer, Levi Baker, Phillip Lenoir, Ferrel Gourneau, Jim Baker, Mary Lou Davis, Darrell Charette, Marlin Belgarde.**

**Other Present: Lyle Poitra.**

Chairman Azure called the meeting to order at 5:18 p.m.

- The reason for this meeting is for the TMCC Board and the P2P Board to meet and become affiliated. Introductions took place.
- P2P wishes to revitalize old Main Street in downtown Belcourt. This is a community plan which was created by local citizens. A majority of these citizens live in poverty or did live in poverty. The Tribe agreed with the plan and the P2P Board is implementing it.
- Barbara Poitra enters the meeting at 5:26 p.m.
- P2P has not been able to move forward with the revitalization portion of the Keystone Project. All other items are on schedule. See attachment with explanations.

- 40
- 41 • The land owned on the South side of the street is mostly owned by TMCC. P2P
- 42 currently intends on proceeding on the North side of the street with rebuilding.
- 43 TMCC also owns some buildings on the North side of the Road which is Tribal
- 44 land. They would like to revitalize this side of the road.
- 45
- 46 • We need to come to an agreement with the situation. TMCC currently has a lease
- 47 with the Tribe for a 25+ year contract. The lease has been misplaced but we have
- 48 someone researching this issue. TMCC was not informed prior to having the
- 49 agreement set.
- 50
- 51 • Marlin Belgarde entered the meeting at 5:35 p.m.
- 52
- 53 • TMCC's concerns are:
- 54 ○ Whose responsibility it is to find something equivalent to the buildings?
- 55 TMCC put money into the buildings.
- 56 ■ TMCC wouldn't have to pay rent for the first ten years for the housing
- 57 of their businesses.
- 58 ○ When originally talking about the keystone project, they were going to
- 59 revitalize by adding to the area.
- 60 ■ It was not mentioned that buildings were going to be torn down.
- 61 ○ Could P2P possibly build on the other side of the road, which is TMCC's
- 62 land?
- 63 ■ P2P stated that the plan is very specific about revitalizing old Main
- 64 Street and it would be very difficult to change anything in the plan.
- 65 ○ What is the cost and for who?
- 66 ■ TMCC could relocate the buildings, but the cost would be high to have
- 67 renovations completed once the buildings are moved.
- 68 ■ If the buildings are moved to the South side, that takes away from all
- 69 of the parking.
- 70 ■ Dynaband and Tribal Scholarship would remain in the same spot.



- Jeremy Laducer requested to have information provided to him stating what the square footage of the buildings are and what amount of that square footage is being utilized by the college.
- TMCC has an obligation to help the community. If the buildings are vacant, they can be demolished or renovated. We do not want to put any business or program out.
- P2P is currently at a standstill until they can determine where they can rebuild.
  - If buildings are already in place, it will not harm any of the people
  - Possibly start on the South side of the road, re-house the college businesses, and then start building on the North side of the road.
- Who will be the owner or owners of the building and maintain them.
  - P2P and TMCC could possibly work as a partnership and have TMCC own the buildings.
- P2P is unable to secure funds for the project until they have access to the land.
- P2P may have better chances of getting funding if they were to tear down the old housing. Investors may look at the current area that they would be funding.
- We need to come up with a timeline and come up with a MOU between P2P and TMCC. Possibly have a partnership.
- Phillip Lenoir exited the meeting at 6:05 p.m.
- P2P came up with \$145,000 to demolish or move buildings.
  - Once the buildings are moved, they need to work on the infrastructure.

- 102           ○ The working committee has not completed their jobs to present the  
103           information to their own Boards. They agreed to each come up with a  
104           conclusion then bring it forward to their Board.  
105
- 106       • P2P knows that they need to have a partnership with TMCC.  
107           ○ They should work together as Boards rather than working committees.  
108
- 109       • Darrell Charette exits at 6:09 p.m.  
110
- 111       • Continuation from Jeremy Laducer's request. TMCC has 23,000 square feet on  
112           the South Campus. Of that amount, TMCC is using 9,600 sq. ft directly and  
113           14,600 sq. ft. indirectly. The college has an income generated from the amount of  
114           square feet being used indirectly.  
115
- 116       • The P2P Board would like for the TMCC Board to get together and be informed.  
117           ○ The P2P Board should have at least 2 representatives from TMCC on their  
118           board.  
119           ○ Possibly have an open door policy for P2P Board Meetings and have  
120           TMCC staff attend meetings.  
121
- 122       • The cost of demolition and rebuilding is more costly than building in another area.  
123           ○ The construction should be somewhere that there is a possibility of  
124           growth.  
125
- 126       • The Northwest Area Foundation has \$3 million to work on the project.  
127           ○ If TMCC could get involved, it would be helpful.  
128
- 129       • There are currently 2 building of TMCC's that need constant renovations.  
130
- 131       • Dr. Davis would like the project to be put off for an additional 2-4 years, which  
132           would give TMCC time to get involved and attempt to get funding.

- 133 • Jeremy Laducer stated that we need two things. 1. We need a transition plan in  
134 place; 2. The Board meetings should have a 3 plan phase in place which covers  
135 the (1) demolition, (2) construction, and (3) Road Construction.  
136
- 137 • P2P would do the demolition of the buildings.  
138
- 139 • Dr. Davis stated that we have 3 options, which include: 1. Scrap the Keystone  
140 Project, 2. Adjust the timeline to a later time or 3. Stay with current timeline and  
141 do best we can to complete the project on time.
- 142 ○ Dr. Dauphinais stated that he created a transition plan and provided it to  
143 Phyllis Jollie at one time. Jeremy Laducer would like Dr. Dauphinais to  
144 email this plan to him at [jeremy@tribalresources.com](mailto:jeremy@tribalresources.com).
- 145 ○ Phyllis Jollie also listed 3 options, which include: 1. Keep with current  
146 plan and follow it through, 2. Build on the South side of the road, rather  
147 than the North or 3. Adjust the timeline and still determine which side to  
148 build on and create a partnership with TMCC.  
149
- 150 • Marlin Belgarde recommended relocating downtown to another area in Belcourt.  
151 ○ Could have more space and more parking.  
152 ○ We need to determine what is best for the people.  
153
- 154 • Emil LaRocque recommended placing the renovation on hold and return back to  
155 creating jobs for the community.  
156
- 157 • Gene Laducer stated that the problem with moving the renovation area is that we  
158 are trying to keep everything centralized.
- 159 ○ If you move the downtown, it isn't going to keep everything centralized.  
160 ○ We can possibly work with the Tribe to get rid of the old housing.  
161
- 162 • Jim Baker and Levi Baker exit the meeting at 6:50 p.m.

- TMCC and P2P need to come up with a number of options, and then begin agreeing on one option.
- Due to the timeline, we need to come to a decision. Remember that P2P is behind on the Keystone Project and cannot move any further.
- Possibly have the Tribe and TMCC have an even trade with the land.
- Possibly have TMCC move to an alternate site.
- Need to have a three way partnership, which would include TMCC, P2P, and the Tribe.
- The Tribal Council already approved the current Keystone Project plan. This would be a setback to have to change the current plan.
- We need to get everything timed out properly.
- Possibly find temporary housing for some of the college programs.
- Want to determine who will own the building for rent purposes.
- We need to have a plan in place which would be without a large amount of interruption in services for the businesses.
- We need to determine who will own the building.
- The goal is to bring the businesses closer to the poverty stricken area for the people that are unable to drive placed to get what they need.

- The Next meeting is scheduled for May 19<sup>th</sup> at 5:00 p.m. This meeting will be held at TMCC in the Board Room, but chaired by the P2P Board (Phyllis Jollie).
- Meeting adjourned at 7:17 p.m.

  
Lancelot Azure, Chairman

  
Jadlyn Stein, Board Secretary



**Turtle Mountain Community College  
Special Board of Directors Meeting  
May 19, 2009  
Time: 8:00 p.m.**

**OFFICIAL MINUTES**

Board of Directors Present: Lance Azure, John Trottier, and Emil LaRocque.

Board of Directors not present: Ron Peltier and Barb Poitra.

Board of Trustees Present: Jim Lindgren and Resa Rivard.

TMCC Employees Present: Dr Jim Davis, Dr. Bill Gourneau, and Wannetta Bennett.

Purpose of the special meeting is the approval of new positions and new hires.

Chairman Lance Azure opened the meeting for business at 8:00 p.m.

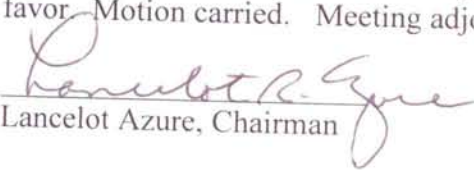
Dr. Davis presented the job description for the Director of Special Events and Internal Development Operations. The person will be the internal fundraiser for TMCC's Foundation. Discussion was held on how the position would be funded, duties, and requirements for the position. The funding for the position is through a grant from the Bremer Foundation. Dr. Davis explained the role, duties, and minimum requirements for the position. The Board recommended some minor changes to the position (technology skills, degree requirements, term of employment, and salary level). Wannetta gave some background on why the position is needed and the process that the fundraiser will be utilizing. Discussion followed regarding the hiring process for this position. TMCC's consultant will work with Dr. Davis and Wannetta on selecting for the position. John made a motion to approve the position with the changes. Seconded by Jim lindgren. All were in favor.

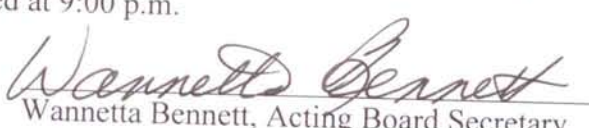
Dr. Davis presented the job description for Athletic/Anishinabe Director. The official title for the position needs to be determined. Jim Lindgren asked about funding for this position. Discussion followed on possible funding sources for the position and whether this position is needed at Anishinabe. Emil raised the question of deficit spending. Lance was concerned that the focus of Anishinabe has not been determined. Jim Lindgren stated that these should be two separate positions. Discussion was held on the college's athletic program and curriculum. Lengthy discussion continued. Dr. Davis was directed to come up with some figures on the cost for this position and how it would be funded and to bring this to the next meeting. The position was tabled until next meeting.

45 Dr. Gourneau presented on the hiring for the Academic Readiness Curriculum Soecialist  
46 position. Ina Mikkelson was recommended for the position. Discussion followed. Jim  
47 Lindgren made a motion to concur with the recommendation. Seconded by Emil  
48 LaRocque. All were in favor.

49  
50 Dr. Gourneau presented on the hiring for the Early Childhood Instruction for the Title III  
51 CO-OP program. This person will be teaching at Little Hoop. Janelle Wiedrich is  
52 recommended for the position. Discussion was held on the position. John Trottier made  
53 a motion to concur with recommendation. Seconded by Resa Rivard. All were in favor.  
54

55 John Trottier made the motion to adjourn, seconded by Emil LaRocque. All were in  
56 favor. Motion carried. Meeting adjourned at 9:00 p.m.

57  
58   
59 Lancelot Azure, Chairman

  
Wannetta Bennett, Acting Board Secretary

60  
61  
62

**Turtle Mountain Community College**  
**Regular Board Meeting**  
**May 27, 2009**  
**5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Lance Azure, John Trottier, Emil LaRocque, Ron Peltier

**Board of Directors Absent:** Barbara Poitra

**Board of Trustees Present:** Resa Rivard, Memory Poni-Cappo, Janice Azure, Yvonne St. Claire, Jim Lindgren

**TMCC Employees Present:** Dr. Bill Gourneau, Dr. Jim Davis, Wannetta Bennett, Dr. Leonard Dauphinais, Dennis DeCoteau, Jackie Stein, Wanda Laducer, Larry Henry, Dennis Bercier, Arlyn Vivier

Chairman Azure called the meeting to order at 5:15 p.m.

Chairman Azure has placed Resa Rivard as a voting member.

Chairman Azure asked for the motion to approve the April 27, 2009 minutes with one correction on line 210: lobo should be logo. Resa Rivard made this motion, seconded by Emil LaRocque. All were in favor.

Jim Lindgren enters the meeting at 5:17 p.m.

The meeting minutes from the May 19, 2009 Special Board Meeting will be dispensed until the next meeting is held with P2P. Chairman Azure asked for the motion to dispense the approval of the May 19, 2009 meeting minutes. John Trottier made this motion, seconded by Resa Rivard. All were in favor.

Chairman Azure asked for the motion to approve the May 5, 2009 minutes with necessary corrections, which are: on line 54, five should be find; line 56, yen should be ten; line 97, Levi should be Phillip; line 159, remove 4 after the word move. Resa Rivard made this motion, seconded by John Trottier. All were in favor.

Chairman Azure asked for the motion to approve the agenda. Dr. Davis requested to move 2.5 Student Services Report before the Presidents Report. Dr. Davis also requested to add: 2.1.7 USDA and 2.1.8 Anishinabe Director/Athletic Director. Dr. Dauphinais requested to add 2.2.5 Other. It was also requested to add 3.0.1 Executive Session. Ron



Peltier made the motion to approve the agenda with the changes, seconded by John Trotter. All were in favor.

David Brien enters the meeting at 5:18 p.m.

## **2.5 Student Services Report by Wanda Laducer**

Wanda Reported that Graduation had a very good turn out and had good feedback.

Classes began today, May 27<sup>th</sup> and we currently have 296 students enrolled for summer school. Pell will be awarded for summer, depending on if the students have funding left from the fiscal school year. Pell will increase next year by about \$800.

Recruitment will continue at the mall through the summer. They will also go to Belcourt, Dunseith, and St. John Schools.

Angel Gladue would like to offer two orientations; one at the end of July and another in August.

### **President's report:**

#### **2.1.1 Upward Bound-Approval of Handbook**

See Attachment: Appendix A

Upward Bound needs to get their handbook approved prior to the summer session beginning.

Wanda Laducer exits the meeting at 5:41 p.m.

The handbook was previously brought to Administrative Council and was approved to bring forward to the Board. Page 12 needs a word correction. Discussion held. Chairman Azure asked for a motion to approve Upward Bound's Handbook with the correction on page 12. John Trotter made this motion, seconded by Ron Peltier. Emil abstained. All other members were in favor.

Dennis DeCoteau and Arlyn Vivier exited the meeting at 5:46 p.m.

#### **2.1.2 P2P Update**

TMCC had a meeting with the P2P Board last week and will have another one on Tuesday, June 2<sup>nd</sup> at 5:00 p.m. TMCC and P2P narrowed down to two options, which are: (1) To build on the North side, in partnership with TMCC and do the best job we can to complete project with timeline adjustments as needed, or (2) Build on the South side of Main Street. Discussion held.

Janice Azure spoke with Anna Sarcia from P2P about housing of TMCC's projects. Anna mentioned that TMCC could possibly use the Day Care Center. Dr. Davis recommended holding off on the project for 3-5 years. Informed that the Northwest Area

Foundation (NWAFF) stated that they have to go forward with the plan or send back the money. John Trottier recommended that the next meeting with P2P be no more than two hours. A lengthy discussion was held.

### **2.1.3 Update on Student Union Construction**

See attachment: Appendix B

A meeting was held last week and Baukol stated that they are on time and on schedule with project. Project should be completed by November. Some issues have come up and have been corrected.

### **2.1.4 Vocational Rehabilitation Application**

Vocational Rehabilitation met with the Tribe today, concerning their application. The Tribal council has agreed to subcontract project to TMCC. 85% done with the application and it is due in the middle of July. The resolution will be completed tomorrow. Discussion held.

### **2.1.5 Summer Work Hours**

Summer flex hours are different this summer. TMCC will be open every day and the employees had the choice of working 5-8's or 4-10's. Dr. Davis made sure that the mail offices in the college will be open daily.

### **2.1.6 Administration Travel**

There was no discussion on this topic.

### **2.1.7 USDA**

USDA has a grant for a \$300,000 project. We could apply for this money for parking lot expansion and paving for the CTE Building. Discussion held.

Memory Poni-Cappo exits the meeting at 6:22 p.m.

Original plan with money was to put it into the Student Union. This cannot be done, because it is already in the construction phase. We would like to pursue the grant to extend parking for the CTE Building or to place a parking lot on the SW side of the building. John Trottier and Ron Peltier recommend that TMCC go forward with the grant at a 5% contribution from TMCC. TMCC needs to make every effort to find resources for the 5% contribution. Chairman Azure asked for the motion to go forward with the grant with John Trottier and Ron Peltier's recommendations. Ron Peltier made this motion and John Trottier made this motion. All were in favor.

133 **2.1.8 Anishinabe Director/Athletic Director**

134  
135 See attachment: Appendix C

136  
137 Dr. Davis came up with a Job Description for the position. There is money available for  
138 this position in an Equity grant, which would cover 50% of the director's salary. The  
139 director would need to find money for the rest of their salary. Discussion held. Mark  
140 Hamley feels that he can run Anishinabe with the other two employees on board. The  
141 board would like to have Mark continue running Anishinabe until TMCC determines  
142 what they want out of it. A lengthy discussion was held.

143  
144 Keep current sports program as is for right now until TMCC determines exactly what  
145 they need. Try to have this determined by July 1<sup>st</sup>.

146  
147 **Comptroller Report by Dr. Leonard Dauphinais**

148 **2.2.1 P.O.'s**

- 149  
150 1. Baukol Builders for the first payment of \$134,639  
151 2. RHI Supply from the FIPSE grant for \$35,635.33

152  
153 The first PO doesn't need approval; it was previously approved by the board.  
154 Chairman Lance Azure asked for the motion to approve the second PO. Emil LaRocque  
155 made this motion, seconded by Resa Rivard. All were in favor.

156  
157 **2.2.2 Fund Balances**

158  
159 See attachment: Appendix E

160  
161 Dr. Dauphinais provided in depth information on deficit spending. See attachment for  
162 details.

163  
164 **2.2.3 Grants to be closed to ICCA**

165  
166 **2.2.4 ICCA**

167  
168 **2.2.5 Other**

169  
170 Need to hire two people in the cafeteria. We will have a work study student for one  
171 month, but we need people after that time. Dr. Dauphinais doesn't need board approval  
172 to hire for a short term contract.

173  
174 TMCC has an electrical problem in the building and Dr. Dauphinais informed Wes to  
175 hire an electrician to review the electrical system. Discussion held. Wes will check with  
176 Boucher Electric for a price quote.



The Department of Ed granting area was unsatisfied with the audit because we do not follow the strict accounting methods which is the modified cash system. Discussion held. We received a deficiency notice due to this issue. TMCC possibly needs to get a legal opinion.

## **2.3 Human Resource Report by Dr. Bill Gourneau**

### **2.3.1 New Hires**

1. Math Instructor-the committee recommended hiring Christine Braaten for the position.
2. Life Science Instructor-the committee recommended hiring Roberto Brenes for the position.
3. Emergency Medical Center Instructor-the committee recommended hiring Michael Roussin for the position.
4. Health Information Management/Medical Coding Instructor-the committee recommended hiring Joan Azure for the position.
5. MISIEP Director- the committee recommended hiring Quenna Beston for the position.
6. Bookstore Technician-the committee recommended hiring Pamela Bercier for the position.

Chairman Azure asked for a motion to concur with Dr. Gourneau's recommendations. Ron Peltier made this motion, seconded by Emil LaRocque. All were in favor.

## **2.4 Academic Dean Report by Larry Henry**

Summer semester has started. He is currently finishing reports for grants. The college catalog will have some minor changes for the fall. The NDBON will be here for an onsite visit on June 10-11, 2009.

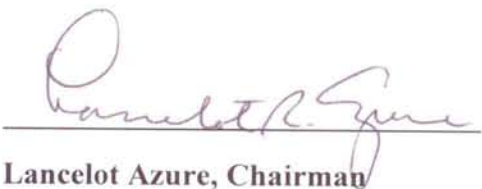
Summer courses only include the Gen Eds. Jim Mitchell is working on the Pharmacy Program and Marilyn Delorme is working on the Phlebotomy program. Both should be going in the fall. May have up to 240 courses to offer in the fall semester.

## **3.0 Other Business**

The new small residential wind turbine project is not coming up this year; it will go up sometime next year.

Chairman Azure asked for the motion to adjourn. Ron Peltier made this motion, seconded by John Trottier. All were in favor

Meeting adjourned at 8:17 p.m. and the Board went into executive session.



Lancelot Azure, Chairman



Jaclyn Stein, Board Secretary



**Turtle Mountain Community College  
Special Board of Directors Meeting  
TMCC and P2P  
June 2, 2009  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Emil LaRocque, Lance Azure.

**Board of Directors absent:** Ron Peltier, John Trottier, Barbara Poitra

**Board of Trustees Present:** Resa Rivard, Yvonne St. Claire, Memory Poni-Cappo.

**TMCC Employees:** Dr. Jim Davis, Jaclyn Stein, Wannetta Bennett, Jesse Chase, Sandi LaRocque, Donna Thomas.

**P2P Board Present:** Gene Laducer, Phyllis Jollie.

**Other Present:** Norman McCloud, Anna Sarcia.

Chairman Azure called the meeting to order at 5:26 p.m.

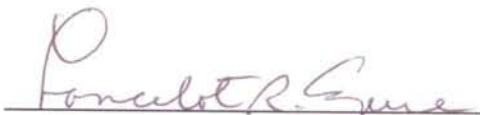
- This is the third meeting between P2P and TMCC, which is hosted by TMCC.
- At the last meeting, TMCC and P2P came up with two different options which are: (1) to build on the north side of the road in partnership with TMCC and to do the best to complete the project on time by adjusting the time line, and (2) build on the south side of the road.
- Anna Sarcia received a list from Leonard stating the amount of offices being used by the college programs.
  - She needs to know whether the use of the buildings will be for permanent or temporary use.
  - TMCC would like to know what the rent amounts would be.
  - P2P's concern is that the three standing college programs which are currently located at the South Campus have sufficient space.
- Jesse Chase received a quote on what it would cost to move the buildings to the South side of the road.
- P2P doesn't know what the exact needs of TMCC are.
  - TMCC informed them that Voc. Rehab needs 7 offices, storage space, and a conference room.
    - Voc. Rehab cannot have any down time.

- 43                     ▪ P2P is also concerned that there isn't any down time and will be
- 44                     try to be sure that the move is smooth and possibly done on a
- 45                     weekend and back in order on Monday.
- 46       • The other renters which are located at South Campus would have prior
- 47       notification, but would need to locate their own office space elsewhere.
- 48       • If TMCC was put up at St. Anne's, who would pay the rent? P2P or TMCC?
- 49       • GED currently serves Rolette County and they currently rent space with no
- 50       charge. The GED program does not have funding to pay for rent.
- 51       • TMCC needs to know the locations which P2P plans to relocate the programs.
- 52             ○ P2P would like to offer alternative space for the renters also.
- 53             ○ P2P would find space for the college programs and they would not have to
- 54             pay rent.
- 55       • St. Anne's has enough space for TMCC's current renters.
- 56       • P2P has three priorities at this time, which are: Vocational Rehabilitation, GED
- 57       program, and the Print Shop (Arrowhead Printing).
- 58             ○ TMCC would not pay any rent to have these three programs housed.
- 59       • The Tribes goal is to house all of the tribal programs.
- 60       • Can the project be somewhere else?
- 61             ○ It was previously suggested to the Northwest Area Foundation (NWAf)
- 62             and they stated that if you are moving the revitalization plan, it is changing
- 63             the focus of the grant.
- 64             ▪ The money would need to be sent back if this is done.
- 65             ○ States in the partnership that the current plan can be amended.
- 66             ▪ This is true, but you cannot change the complete scope and if you
- 67             are changing the location of "Downtown Belcourt", it is changing
- 68             the plan.
- 69       • The Tribe, TMCC, and P2P should get with the NWAf and attempt to make some
- 70       changes.
- 71             ○ They may possibly allow changes knowing what the circumstances are.
- 72       • The consensus from the last meeting stated to build on the North side of the road.
- 73             ○ TMCC would then get replacement of the buildings for free.
- 74             ○ Get buildings for the renters.
- 75             ○ TMCC needs a building outright for the colleges programs. TMCC would
- 76             like to own this building rather than having to pay any type of rent.
- 77       • If this gets brought to the NWAf, they may feel that P2P cannot deal with their
- 78       own people and may find that this is a problem.
- 79             ○ Something should be decided between TMCC and P2P.
- 80       • If P2P builds on the South side of the road, TMCC is still losing buildings.
- 81             ○ The Welding department just had \$100,000 put into the building.
- 82             ○ There is also a newer steel building on that land.
- 83       • TMCC would like a 25+ year lease where ever they are housed. TMCC doesn't
- 84       want to be out of a building in a couple of years.
- 85       • It also needs to be acknowledged that there is a lack of money.
- 86       • If the project is switched to the south side of the road, the land should be
- 87       completely swapped out rather than TMCC losing any land.



- It is possible that P2P and TMCC will need the Tribe to step in and help make the decision.
  - P2P and TMCC are in a tough situation.
  - TMCC doesn't want to give anything up, without getting something in return.
- Nothing was previously stated about tearing down buildings. Originally it was stated that this will be a revitalization project.
  - This was the focus of the Keystone Project.
  - Anna Sarcia is concerned about the project moving forward and does not want to be responsible for having to send back the \$1.2 million.
- Downtown is a service area and it seems that P2P is trying to change it into a commercial area.
  - Possibly build on the West end of Downtown, rather than on the East side.
- Does TMCC have a perpetual lease with the Tribe?
  - Yes, it is a 25+ year lease.
- TMCC only wants to be set up in an adequate setting.
- TMCC had no intentions on moving from South Campus.
- Has TMCC had an appraisal on the buildings?
  - No, they have not been appraised.
  - But, it is still housing businesses and programs and makes a profit for the college.
  - TMCC is only requesting to be re-housed rather than being left with nothing.
- P2P cannot compensate TMCC for the college buildings; they don't have the money for this.
  - The Tribe may be helpful, because they can go look for money.
- TMCC can possibly move the two garages and the welding building which are on the South side of the road.
  - They cannot be moved out by the college, because they don't have the space for them because of the current buildings that are here, plus what is being constructed.
  - The P2P building can also be moved.
    - There was a large amount of money just put into this building.
- The old Bowling Alley/Nutty's is currently vacant and could possibly temporarily house some of the programs.
- Marlin Belgarde previously mentions possibly using the Tribal Day Care building, since it may be shutting down.
  - If TMCC gets this building, they would like to have this as a permanent location and for TMCC to own the building.
- Does TMCC want to look at using the South side of the road?
  - The Tribe and P2P need to meet to determine how TMCC could be compensated.
  - TMCC already decided that they want a building for a building and land for land.
    - TMCC wants ownership, rather than leasing.
    - TMCC isn't opposed to moving if they have a fair ownership trade.

- 134                     ▪ Need something that states that it is TMCC's.
- 135                     ▪ TMCC needs to be cautious, because when the Tribal Council
- 136                         changes, it is possible that the renting/leasing may change also.
- 137     • Lance suggested that P2P determine something with the Tribe and try to come to
- 138         some type of agreement that is fair.
- 139     • TMCC needs to determine how much space they need.
- 140         ○ Leonard previously stated that TMCC is only using 9,000 sq. feet for the
- 141             TMCC programs.
- 142         ○ P2P would like to know how much sq. feet they need to go look for, for
- 143             TMCC.
- 144             ▪ They would like to do a temporary move for the time being.
- 145     • P2P can ask the Tribe about getting the Tribal Day Care Center.
- 146     • The print shop would fit well in the old bowling alley, which would be a
- 147         temporary location, until they have the Keystone Building.
- 148     • The building should be determined by the Tribe and P2P prior to discussing the
- 149         issue.
- 150     • P2P would like to decide between TMCC and P2P, prior to going to the Tribe for
- 151         decisions.
- 152         ○ P2P should meeting with the Tribe and identify the buildings that may be
- 153             used.
- 154         ○ Possibly have Tribe swap land with TMCC.
- 155             ▪ The Tribe may have other options available.
- 156     • Chairman Azure asked for the motion to adjourn. Emil LaRocque made this
- 157         motion, seconded by Resa Rivard. All were in favor.
- 158     • Meeting adjourned at 6:20 p.m.
- 159
- 160
- 161
- 162
- 163
- 164
- 165
- 166
- 167
- 168
- 169
- 170

  
Lancelot Azure, Chairman

  
Jaclyn Stein, Board Secretary





## **Turtle Mountain Community College**

P.O. Box 340  
Belcourt, North Dakota 58316  
Telephone: (701) 477-7862  
Fax: (701) 477-7870

### **All Day Board of Directors Meeting Friday, June 26th 2009 12:30 p.m.**

#### **Agenda**

##### **1. GENERAL FUNCTIONS**

Call to Order	Lance Azure
Roll Call	Lance Azure
Approval of Minutes	Lance Azure
Approval of Agenda	Lance Azure

##### **2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

2.6 Project Peacemaker Director	Terri Martin-Parisien
2.1 President's Report	Dr. Jim Davis
2.1.1 Student Union Update	
2.1.2 Anishinabe Planning	
2.1.3 Recruitment and Retention (MSU)	
2.1.4 College Forums (Higher Education)	
2.1.5 Organizational Chart	
2.1.6 P2P-(Emil LaRocque)	
2.1.7 Library	
2.2 Comptroller's Report	Dr Leonard Dauphinais
2.2.1 PO's	
2.2.2 Audit	
2.2.3 Other	
2.3 Human Resource Report	Dr. Bill Gourneau
2.3.1 New Hires	
2.3.2 Policy	
I. Code of Conduct	
II. Employee Definition	
2.4 Academic Dean Report	Larry Henry
2.5 Student Services Report	Wanda Laducer
3.0 OTHER BUSINESS	
3.1 Next Board Meeting – July 27 <sup>th</sup> , 2009	
3.2 Adjournment	

**Turtle Mountain Community College**  
**Quarterly Board Meeting**  
**June 26, 2009**  
**12:30 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Lance Azure, John Trottier, Emil LaRocque, Ron Peltier, Barbara Poitra

**Board of Trustees Present:** John Frederick, Memory Poni-Cappo, Jim Lindgren, Bonita DeCoteau, Dwight Trottier

**TMCC Employees Present:** Jackie Stein, Terri Martin-Parisien, Dr. Bill Gourneau, Dr. Jim Davis, Wannetta Bennett, Dr. Leonard Dauphinais, Kathe Zaste, Mark Hamley, Larry Henry, Wanda Laducer

Chairman Azure called the meeting to order at 12:41 p.m.

Chairman Azure asked for the motion to approve the May 19, 2009, 5:00 p.m. minutes with no corrections. Emil LaRocque made this motion, seconded by Ron Peltier. All were in favor.

Chairman Azure asked for the motion to approve the May 19, 2009, 8:00 p.m. minutes with one correction on line 28: dskills should be skills. Ron Peltier made this motion, seconded by Barb Poitra. All were in favor.

Jim Lindgren, Kathe Zaste, and Mark Hamley enter the meeting at 12:46 pm.

Chairman Azure asked for the motion to approve the May 27, 2009 minutes with the following corrections: line 118 should state, we could apply for this money for parking lot expansion and paving for the CTE Building; line 86, Northwest should be one word; line 71, Email should be Emil; line 212 should state, The new small residential wind turbine project, rather than the wind turbine; line 79 should state, narrowed down to rather than decided on. Ron Peltier made this motion, seconded by Barb Poitra. All were in favor.

Jim Lindgren is a voting member until Vice Chairman John Trottier arrives.

Chairman Azure asked for the motion to approve the June 2, 2009 minutes with no corrections. Barb Poitra made this motion, seconded by Ron Peltier. All were in favor.

A discussion was held on the June 11, 2009 meeting minutes. Barb Poitra explained what was covered at the meeting. These meeting minutes will remain unofficial meetings, since there was not a quorum for either of the meetings.

Chairman Azure asked for the motion to approve the agenda. Dr. Davis requested to move 2.6 Project Peacemaker Director before the Presidents Report. Dr. Davis also requested to add: 2.1.7 Library. Emil LaRocque made the motion to approve the agenda with the changes, seconded by Barb Poitra. All were in favor.

## **2.6 Project Peacemaker Director by Terri Martin-Parisien**

Terri provided a handout: Appendix A.

John Trottier enters at 1:01 p.m.

Larry Henry enters at 1:02 p.m.

Terri provided in depth information on Project Peacemaker. She would like to require the Tribal Council to have the courses that are offered in her program.

Program currently has a decreased number of students, which is possibly caused from the small amount of stipends. Project Peacemaker needs to be self-sufficient beginning in August of 2009. TMCC will pick up the cost of the adjunct faculty.

## **President's Report by Dr. Jim Davis:**

### **2.1.1 Student Union Update**

Dr. Davis further explained the information that was covered at the June 11, 2009 meeting.

Terri Martin-Parisien exits the meeting at 1:52 p.m.

Baukol did not have the requested quote completed for the change order. They were working on getting the quote for Time and Material. We need approval for the two change orders.

Chairman Azure asked for the motion to approve the second change order for Baukol Builders in the amount of \$5825. Ron Peltier approved the change order for the \$5825 based on the previous recommendation in the June 11, 2009 meeting minutes. Barb Poitra seconded the motion. All were in favor.



Chairman Azure asked for the motion to approve the first change order for Baukol Builders due to unforeseen measures which were explained in the June 11, 2009 minutes. Discussion held. John Trottier made the motion to continue with previous recommendation and pay the change order. Barb Poitra seconded the motion. All were in favor.

The Student Union is currently on schedule and the estimated completion date is Tuesday, November 16<sup>th</sup>, 2009.

TMCC has requested for further funding which will go towards the shortfall of the Student Union. The Tribe requested for the same funding, but they fund \$1,000,000 per a tribe. TMCC has requested for \$550,000.

#### **2.1.2 Anishinabe Planning**

Dr. Davis is hoping that by the fall of 2009, we will have the plan of the re-structuring of Anishinabes' Programs. The plan should be completed by the August meeting. The focus is in outreach programs. Discussion held on current programs.

#### **2.1.3 Recruitment and Retention (MSU)**

We are currently working on getting the LUMINA Grant. This grant requires that you have a partner, which we have selected Minot State University (MSU). MSU will be our mentor in the program, regarding the Foundations of Excellence (FoE). This grant is for retention. Discussion held.

Mark Hamley exits the meeting at 2:19 p.m.

Further discussion is held retention.

Wanda Laducer enters the meeting at 2:28 p.m.

TMCC needs to keep the website updated and tie the culture and heritage of our people into it. TMCC needs to have a web page committee and be sure to have a student involved. Dr. Davis is in charge of getting the committee set up.

#### **2.1.4 College Forums**

We will be having sessions for whoever would like to attend. This will be held to plan for future events. Discussion held.



93 The updated TMCC catalog will be coming out with updates for the fall. Discussion held.

94

#### 95 **2.1.5 Organizational Chart**

96 We need to be sure that we are updating the organizational chart as the new programs come into  
97 TMCC. We will be bringing this forward at one of the next meetings.

98

#### 99 **2.1.7 Library by Kathe Zaste**

100 TMCC's Library is a Community Library, which functions off of a grant. We go through the  
101 Tribe to apply for the grant and the tribe hands the money down to TMCC. We have been  
102 having problems receiving the funding, because the Tribe doesn't want to apply for the grant and  
103 give the money to the college. This consists of about \$5000 per a year. Discussion held.  
104 Possibly become TMCC's Library, rather than a Community Library. Kathe stated that she must  
105 first receive her credentials prior to being able to apply for further funding on her own. Kathe  
106 recommends continuing applying for the money and attempt to get the Tribe to cooperate and  
107 remain as a public library.

108 TMCC will pursue the grant with the Tribe.

109

#### 110 **2.1.6 P2P**

111 See Appendix B

112 Emil LaRocque is requesting that the board vote on having whether or not to allow P2P to  
113 dismantle South Campus. Prior to this happening, it has been agreed that P2P has the option to  
114 meet the conditions which were previously discussed. Discussion held.

115 Dr. Davis was invited to a P2P meeting and brought Vice Chairman John Trottier with him to  
116 represent the college. During this meeting, P2P discussed some possible locations to house  
117 TMCC's programs. Discussion held. Arrowhead Printing, Vocational Rehabilitation, and GED  
118 looked at the recommended spaces and stated that they would have enough space in those  
119 particular buildings. Further discussion held.

120 TMCC Board of Directors and Trustees have already determined that they do not want to lose  
121 anything. TMCC wants a building for a building, which TMCC will own. Need to attempt to  
122 meet with the Tribal Council to determine what their plans are. Dr. Davis will schedule a  
123 meeting with Corey LaVallie to meet on this issue next week.

124 Dr. Davis has received a directive by consensus that he set up a meeting for Thursday, July 2<sup>nd</sup>,  
125 2009 with the Tribe, if the date is convenient for the Tribe.

126

127 **Comptroller Report by Dr. Leonard Dauphinais**

128 **2.2.1 P.O.'s**

129 No new Purchase Orders, but signatures are required for the change orders for Baukol Builders  
130 which was previously approved in 2.1.1.

131

132 **2.2.2 Audit**

133 401K audit was held June 22<sup>nd</sup>-June 24<sup>th</sup>, 2009. We will not hear back for a short while on the  
134 outcome of the audit.

135 The annual audit for the college is scheduled September 29<sup>th</sup>, 2009

136

137 **2.2.3 Other**

138 Health Fund: balance is currently staying above and doing okay. We are saving money in the  
139 long run.

140 Cafeteria: is still in debt a small amount. We will meet at the end of July to determine what  
141 happened through the school year. We will then have all of the payments from the camps.

142 401K: seems okay. There is a discrepancy between the two companies, but they are working on  
143 resolving the issue.

144 Policy changes: previously brought in the changes two months ago and was informed to bring  
145 them back to this meeting. Need approval for changes. See Appendix D.

146 Audits required a new format and will be brought back to the board at a later time.

147 Dr. Leonard Dauphinais requested to have approval of the change in amount for the Petty Cash.  
148 Chairman Azure asked for the motion to approved Dr. Dauphinais request. John Trottier made  
149 this motion, seconded by Ron Trottier. All were in favor.

150

151

152 **2.3 Human Resource Report by Dr. Bill Gourneau**

153 **2.3.1 New Hires**

154 No new hires

155 Received two resignations, one resignation was Allison Davis and the other resignation was from  
156 Dr. Virginia Allery.

157

158 **2.3.2 Policy**

159 **I. Code of Conduct**

160 See Appendix E.

161 Currently working with a person from Falmouth Institute to be sure that TMCC follows Tribal  
162 law and so TMCC will be covered no matter what. Dr. Gourneau needs to get through the  
163 document to determine what needs to be changed.

164 **II. Employee Definition**

165 We would like to be sure that everything is correct prior to brining it forward to the board. It  
166 should be complete by the September meeting with all recommended changes. Discussion held.  
167 This has already taken almost a year to complete.

168 It is the consensus of the board that Dr. Gourneau have this document complete by the  
169 September 2009 meeting.

170

171 **2.4 Academic Dean Report by Larry Henry**

172 See Appendix F and Appendix G

173 Larry is requesting that the board approve the Department Chairs as provided in Appendix F.  
174 They are as follows: Arts & Humanities – Dr. Ron Carpenter, Social Science – Leslie Peltier,  
175 Math & Science – Dr. Scott Hanson, Career and Technical Education – Rhonda Gustafson, and  
176 Teacher Education – Dr. Virginia Allery. Chairman Azure asked for the motion to approve the  
177 Department Chairs as recommended by Larry Henry. Barb Poitra made this motion, seconded  
178 by Ron Peltier. All were in favor.

179 We are currently going for approval of some CTE programs, which are: Phlebotomy, HVAC,  
180 and Residential Electrical. If we receive approval, the programs should begin in the fall.



181 We have minor changes to the catalog and should be completed by the second week in July.  
182 Discussion held.

183 Sheila Trottier reported that the CTE Retention Technician was placed for a period of 120 days.  
184 We currently have carry-over money from the Welding and CTE Retention Technician. Jennifer  
185 Davis is in the current position. We are requesting to have Jennifer Davis kept on for an  
186 additional 120 days, but no more than that amount of time. Sheila will then advertise for the  
187 position. This only covers retention in the CTE area and will be a one year position.

188 Chairman Azure asked for the motion to approve keeping Jennifer Davis on for an additional 120  
189 days. John Trottier made this motion, seconded by Barb Poitra. All were in favor.

190 The Nursing Program had a visit from the North Dakota Board of Nursing (NDBON) in June.  
191 The NDBON attended TMCC for a survey and they reported that the curriculum was not to their  
192 standards. A consultant report was not followed by the Director. This will be a two year  
193 program. We have not yet received the report back from the NDBON at this time. Larry  
194 submitted some curriculum changes to the NDBON and they like the changes that were sent and  
195 Larry will be meeting with them on Tuesday, June 30, 2009. A lengthy discussion was held.  
196 Barb Dahlen should be at the meeting to provide information.

197 There have been some changes with the nursing program. Larry Henry is now Barb Dahlen's  
198 immediate supervisor and the NDBON feels that Barb is a problem. The NDBON stated that  
199 TMCC may not get approval due to two consultant reports which were not followed.

200

## 201 **2.5 Student Services Report by Wanda Laducer**

202 We are currently:

- 203 • closing and reconciling Financial Aid,
- 204 • working on bring back the retention plan,
- 205 • had Enrollment Management training this week,
- 206 • advertising for the Scholarship Technician position,
- 207 • had a financial aid disbursement today and July 2<sup>nd</sup>, 2009 we will disburse the remaining  
208 amount of Pell,
- 209 • working on the Student Handbook and it will be brought to the July meeting,
- 210 • planning two orientations due to a high turnout of new students



- Upward Bound will be concluded next week and they will be having their banquet on July 9<sup>th</sup>. The board members are invited to the meal.

### **3.0 Other Business**

#### **Student Senate:**

Students are having problems with Jenzabar and need further training. They ask for help in a lot of areas and some need more training than a half hour session. There are problems within Jenzabar and a majority of the students don't like it. They don't feel that it is user friendly. Discussion held. Some students are not attending orientation for Jenzabar. Complaints should go to Dr. Dauphinais with technology, he was not aware of any problems.

We discussed selling T-Shirts with the Student Senate design and the TMCC trademark within it. Discussion held.

#### **Dr. Davis**

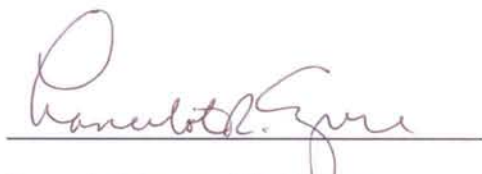
TMCC is being offered a bus and it needs a few repairs. The BIA is donating the bus to us and it is currently sitting in Harlows lot. It looks to be in good shape, except they stated that the transmission slips into neutral at times. Discussion held. This may cost under \$20,000 to get the bus into good running condition. Discussion held.

John Frederick exits the meeting at 4:34 p.m.

The next meeting will be held on July 27<sup>th</sup>, 2009 at 5:00 p.m. in the TMCC Board Room.

Chairman Azure asked for the motion to adjourn. Ron Peltier made this motion, seconded by Barb Poitra. All were in favor

Meeting adjourned at 4:38 p.m.



**Lancelot Azure, Chairman**



**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College**  
**Regular Board Meeting**  
**August 3, 2009**  
**5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Lance Azure, John Trottier, Emil LaRocque

**Board of Trustees Present:** Jim Lindgren, Resa Rivard, Yvonne St. Claire, Dwight Trottier, Bonita DeCoteau, Memory Poni-Cappo

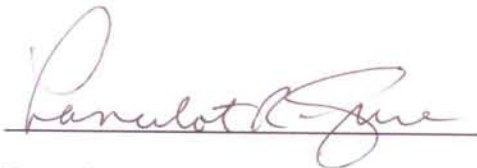
**TMCC Employees Present:** Jackie Stein, Dr. Leonard Dauphinais, Dr. Jim Davis, Dennis Bercier, Sheila Trottier, Wanda Laducer, Tina St. Claire, Barb Dahlen, Rhea Allery, Stephanie Poitra

Chairman Azure called the meeting to order at 5:24 p.m.

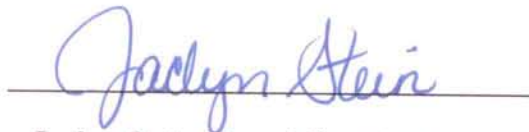
The Board of Directors request to go into Executive Session at 5:24 p.m.

The Board of Directors and Board of Trustees exit out of Executive Session at 8:07 p.m.

Meeting adjourned at 8:07 p.m.



**Lancelot Azure, Chairman**



**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Special Board of Trustees Meeting  
August 11, 2009  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Lance Azure, John Trottier, Emil LaRocque, Ron Peltier

**Board of Trustees Present:** Jim Lindgren, Resa Rivard, Yvonne St. Claire, Dwight Trottier, Harold Counts, Memory Poni-Cappo

**TMCC Employees Present:** Jackie Stein

Chairman Lindgren called the meeting to order at 5:14 p.m.

This meeting is being held with the concern of Dr. Davis' contract.

- A letter was provided to Dr. Davis about the non-renewal of his contract. The Board of Trustees would like to see this letter. Chairman Azure provided this letter to Harold Counts last week to be distributed to the Board of Trustees.
- There isn't any further documentation on the non-renewal of Dr. Davis' contract.

Yvonne St. Claire requested to go into executive session. Chairman Lindgren asked for a motion to go into executive session. Dwight Trottier made this motion, seconded by Yvonne St. Claire. All were in favor. The Board of Trustees went into executive session at 5:16 p.m.

Chairman Lindgren asked for a motion to come out of executive session. Yvonne St. Claire made this motion, seconded by Dwight Trottier. All were in favor. The Board of Trustees exited out of executive session at 6:25 p.m.

Based on the information that the Board of Directors has not submitted, Yvonne St. Claire would like to request to move to the next level to Turtle Mountain Band of Chippewa Indians Tribal Council to resolve the issue. Dwight Trottier seconded this motion. It was requested to take role call on this motion and the results are as follows:

- Yvonne St. Claire: Yes
- Dwight Trottier: Yes

- 36       • Harold Counts: No
- 37       • Theresa Rivard: No
- 38       • Memory Poni-Cappo: Yes
- 39       • David “Doc” Brien: No
- 40       • Chairman Jim Lindgren: Yes

41 Motion carried.

42 Yvonne St. Claire requested to note that she has not spoken to any of the Board of  
43 Directors to be swayed in any way.

44 The Board of Directors would like clarification on who is currently in charge with current  
45 situation pending. Discussion held. Dr. Davis will remain in charge due to the previous  
46 motion.

47 David “Doc” Brien requests to possibly identify and retain a third party arbitrator for the  
48 Board of Directors and the Board of Trustees. Discussion held.

49 The boards should’ve had a consensus vote rather than putting the decision off further.  
50 The best solution would have been to resolve the issue. The Board of Directors and the  
51 Board of Trustees could’ve voted together in a meeting. Discussion held.

52 Who will be contacting the Tribal Council? Chairman Lindgren will contact the Tribal  
53 Council and present the information to them.

54 Chairman Lindgren asked for the motion to adjourn. Yvonne St. Claire made this  
55 motion, seconded by Resa Rivard. All were in favor.

56 Meeting adjourned at 6:37 p.m.

57

58

59

60

61

62 **James Lindgren, Chairman**

**Jaclyn Stein, Board Secretary**



**Turtle Mountain Community College**  
**Regular Board Meeting**  
**August 24, 2009**  
**5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Lance Azure, John Trottier, Emil LaRocque, Ronald Peltier, Barbara Poitra

**Board of Directors Absent:** none

**Board of Trustees Present:** Theresa Rivard, Yvonne St. Claire, John Frederick, Janice Azure, Troy DeCoteau, Harold Counts, Memory Poni-Cappo

**Board of Trustees Absent:** James Lindgren, Dwight Trottier, David “Doc” Brien

**TMCC Employees Present:** Jackie Stein, Dr. Leonard Dauphinais, Dr. Jim Davis, Larry Henry, Wanda Laducer, Dr. Bill Gourneau, Dave Ripley, Dennis Bercier

**Tribal Council Present:** Betty Swain, Chucky DeCoteau

Chairman Azure called the meeting to order at 5:16 p.m.

The Board of Directors requested to go into Executive Session at 5:16 p.m.

During Executive Session, Yvonne St. Claire and Harold Counts exit the meeting.

The Board of Directors and the Board of Trustees exit Executive Session at 5:35 p.m.

Betty Swain, Chucky DeCoteau, Janice Azure, and Troy DeCoteau exit the meeting at 5:36 p.m.

Chairman Azure asked for the motion to approve the June 26, 2009 minutes with the following corrections: on line 53, 1009 should be 2009; line 70, remove Chairman Azure opposed; and line 126 should state, TMCC Board of Directors and Trustees have already determined that they do not want to lose anything”. Ron Peltier made this motion, seconded by Emil LaRocque. All were in favor.

Chairman Azure asked for the motion to approve the agenda. Ron Peltier made the motion to approve the agenda, seconded by Emil LaRocque. All were in favor.

37 **2.1 Presidents Report**

38 No Presidents report was provided at this meeting

40 **2.2 Comptrollers Report by Dr. Leonard Dauphinais**

41 **2.2.1 PO's**

42 Have a number of PO's which have been approved, but they need to be signed. They are as  
43 follows:

- 44 1. Baukol: \$172,845;
- 45 2. Bergstrom: \$22,285;
- 46 3. Jiran: \$14,571;
- 47 4. Jiran: \$13,567;
- 48 5. Jiran: 11,658;
- 49 6. Bergstrom: \$7,375;
- 50 7. Baukol: \$136,904;
- 51 8. Baukol: \$12,282
- 52 9. Bergstrom: \$27,392

54 Need 3 PR's approved, which are: Vaaler Insurance: \$72,501; Jenzabar: \$32131.61; and RH  
55 Supply: \$29,309.45. Chairman asked for the motion to approve the three purchase requisitions.  
56 John Trottier made this motion, seconded by Barbara Poitra. All were in favor.

58 **2.2.2 Policy Changes**

59 The policy changes were tabled until the next meeting, which is the Quarterly Board Meeting  
60 scheduled to go over any policy changes.

62 **2.2.3 401K Resolution**

63 Dr. Dauphinais is requesting a resolution for the 401K account. TMCC needs a formal record of  
64 the action. Dr. Dauphinais read the document to the board for approval. Dr. Dauphinais needs a  
65 signature from the Board Chairman and the Board Secretary upon approval. Chairman Azure  
66 asked for the motion to approve the resolution for the 401K account. Ron Peltier made this  
67 motion, seconded by Barb Poitra. All were in favor.

#### **2.2.4 Other**

Dr Dauphinais has a proposal for security cameras. The cameras are going to be set up at the CTE Building, the Student Union, and around the Main Campus. The total cost would be \$85,025. Discussion held. The money would come from ICCA. Chairman Azure asked for the motion to approve the proposal for the security cameras. Ron Peltier made this motion, seconded by Barbara Poitra. Emil LaRocque opposed. All other members were in favor.

Arjun KC resigned from his position and the position is currently being advertised. Dr. Dauphinais would like to create another position to assist in the IT Department. Discussion held. Chairman Azure asked for the motion to approve another position which is Database Administrator/Jenzabar Specialist. Ron Peltier made this motion, seconded by Barb Poitra. All were in favor.

Dr. Dauphinais also reported that 15 of the 17 computers which were stolen from a classroom approximately a month ago have been found.

### **2.3 Human Resources Report by Dr. Bill Gourneau**

#### **2.3.1 New Hires**

Dr. Gourneau has the following positions to hire for:

1. Academic Preparedness Specialist—the committee recommended Eric Smith, if Eric does not take the position, the alternate would be Pete Davis. Chairman Azure asked for the motion to concur with the committee's recommendation. Emil LaRocque made this motion, seconded by John Trottier. All were in favor.
2. Project Director Elementary Education (PDEE)—Due to the job description being changes from a requirement of a Masters Degree down to a requirement of a Bachelors Degree, the Board is requesting that the position is re-advertised with a requirement of a Masters Degree. Chairman Azure asked for the motion to re-advertise this position with the requirement of a Masters Degree. Ron Peltier made this motion, seconded by Emil LaRocque. All were in Favor.
3. Scholarship Technician—the committee recommended Stephanie Poitra. Chairman Azure asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by Barbara Poitra. All were in favor.
4. HVAC Instructor—the committee recommended Mark Clausing. Chairman Azure asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by John Trottier. All were in favor.

5. NWOK Earth Science Instructor—the committee recommended Jordan Neau. Chairman Azure asked for the motion to concur with the committee’s recommendation. John Trottier made this motion, seconded by Ron Peltier. All were in favor.

### **2.3.2 New Position**

See Attachment A

We would like to hire a Process Plant Technology Instructor. Discussion held. The Board of Directors had previously decided not to continue with the Process Plant Technology program due to the cost. Dr. Davis made the decision to continue on with the program. Further discussion was held. Chairman Azure asked for the motion to approve the proposed position. Ron Peltier made this motion with the recommendation to only approve for a 1 year position and review the program after 1 year. Barbara Poitra seconded this motion. All were in favor.

## **2.4 Academic Dean Report by Larry Henry**

### **2.4.1 Faculty Contracts**

We have three faculty members which have special expertise. We would like to get salaries for the special expertise. The three people are Mike Roussin which is currently at \$31,500 and he would like \$36,500; Quenna Beston which is currently at \$36,500 and she would like \$40,000; and Marilyn Delorme which was previously approved for a 9 month contract at \$40,000. Discussion held. Since Marilyn’s salary was previously approved, we do not need further approval. Chairman Azure asked for the motion to approve the special expertise for the hard to fill positions. John Trottier made this motion giving Quenna Beston retroactive pay, seconded by Barbara Poitra. All were in favor.

### **2.4.2 College Catalog**

We had minor changes to the catalog in the academic calendar. We also added the Phlebotomy and Residential Electric programs. This is a two year catalog, going from 2008-2010. Chairman Azure asked for the motion to approve the catalog. Barbara Poitra made this motion, seconded by Ron Peltier. All were in favor.



133 **2.4.3 Other**

134 The fall semester has been very good with numbers. We have closed over 50 classes and we had  
135 to add 4 additional classes.

136

137 **3.0 Other Business**

138 Coaching was on the previous agenda. The Board would like to see if the two previous coaches  
139 are interested in continuing this year. Dr. Gourneau would like to have records on the coaches.  
140 They need to have employee files. They should have short term contracts.

141

142 **2.5 Student Services Report by Wanda Laducer**

143 **2.5.1 Approval of Student Handbook**

144 The handbook is good for one year and it provides the students with the college policies. We  
145 only had minor changes, which were basically all dates. Chairman Azure asked for the motion to  
146 approve the Student Handbook with the minor changes. Barbara Poitra made this motion,  
147 seconded by Ron Peltier. All were in favor.

148

149 **2.5.2 Other**

150 We have hit a record enrollment for the first couple of days. We currently have 628 students  
151 enrolled and expect more.

152 We have a problem with parking and may need to find a grant to add on a further parking lot.

153

154 **3.1 Other Business**

155 Dennis Bercier is requesting for two change orders to be approved. See Appendix B. The first  
156 change order will be a deduct of \$6005 by removing the retaining all on the North side of the  
157 Student Union. Discussion held. The second change order is to create a channel around the CTE  
158 Building due to water is running in the direction of the CTE Building. The cost would be \$2027  
159 and Baukol Builders will create the channel. Chairman Azure asked for the motion to approve  
160 the two change orders. Emil LaRocque made this motion, seconded by Barbara Poitra. All were  
161 in favor.

162 Memory Poni-Cappo and Donna Azure are organizing a silent auction on September 14-16, 2009  
163 as a fundraiser for the Jennifer Morin family. They are taking any and all donations they can  
164 receive.

165

166 **3.2 Next Board Meeting**

167 The next board meeting is the Quarterly meeting. This is scheduled for September 26<sup>th</sup>, 2009 at  
168 9 a.m.

169

170 **3.3 Adjournment**

171 Chairman asked for the motion to adjourn. John Trottier made this motion, seconded by Ron  
172 Peltier. All were in favor.

173 Meeting adjourned at 8:24 p.m.

174

175

176

177 **Barbara Poitra, Acting Chairperson**

\_\_\_\_\_  
**Jaclyn Stein, Board Secretary**

1                                   **Turtle Mountain Community College**  
2                                   **Special Board of Directors Meeting**  
3                                   **September 3, 2009**  
4                                   **5:00 p.m.**

5  
6                                   **OFFICIAL MINUTES**  
7

8  
9   **Board of Directors Present:** Lance Azure, John Trottier, Emil LaRocque, Ron Peltier,  
10 Barbara Poitra.

11  
12 **Board of Trustees Present:** Theresa Rivard, Yvonne St. Claire, Dwight Trottier, John  
13 Frederick, Janice Azure, Troy DeCoteau

14  
15 **Board of Trustees Absent:** James Lindgren, David Brien

16  
17 **TMCC Employees:** Jackie Stein, Larry Henry, Dennis Bercier, Wannetta Bennett

18  
19 Meeting came to order at 5:15 p.m.

20  
21 Chairman Azure asked for the approval of the agenda with the addition of 2.2 Resolution  
22 by Wannetta Bennett. The agenda was approved.

23  
24 **2.2 Resolution by Wannetta Bennett**

25 We sent in an application for \$300,000 for an additional parking lot. We were granted  
26 \$220,000. We have a 5% investment and we need a resolution passed to enter into an  
27 agreement. Discussion held. We are attempting to keep the project at \$235,000. The  
28 paper work needs to be in the office by September 15, 2009 in order to get the funding.  
29 We are looking at placing the parking lot on the NW backside of the college or by the  
30 CTE Building.

31  
32 Update: We received a letter for the Bus project and it was approved.

33  
34 Update: With the Trading Post money, the post needs to be leased out to an outside  
35 entity. This wasn't the original intention. We previously applied for \$150,000 and  
36 recently applied for an additional \$200,000. We need to determine if we want to go  
37 forward with the project or pull out the application. If we pull the application, we need a  
38 resolution.

39  
40 Chairman Azure asked for the motion to approve the agreement for the additional parking  
41 lot that can be placed in the NW backside of the college or by the CTE Building, or in  
42 both places if there is enough funding. John Trottier made this motion, seconded by Ron  
43 Peltier. All were in favor.  
44

Yvonne St. Claire, Janice Azure, and Troy DeCoteau enter at 5:25 p.m.

We are going to table the second resolution for the USDA funding for the Trading Post until we receive confirmation on the other source of funding. Discussion held.

### **2.1 Dr. Davis' Contract**

We need to determine if we are going to renew or non-renew Dr. Davis' Contract. The Board of Directors would like to find out if the Tribal Council is going to meet with the Board of Directors on the issue of Dr. Davis' contract. Discussion held. The Tribal Council met on the issue yesterday and had a resolution drawn up. We would like to make a motion, but we need to see the resolution first.

- The Board of Directors did not officially announce the decision publicly about Dr. Davis' contract, because before making the decision official, the Board of Directors was stopped. If Dr. Davis was officially not re-signed, he wouldn't be receiving a salary. Discussion held.

Dennis Bercier requested to have on record that he is attending this meeting as a concerned citizen of the community, not as an employee of the college.

See Appendix A: Tribal Resolution

The Board of Directors state:

- This can jeopardize TMCC's Accreditation
- We need to contact the Higher Learning Commission and inform them of the change.
- The Tribal Council stated that they contacted certain people and checked into the possibility of harming the accreditation.
- Ordinance change needs to go out for a 30 day comment period.
- This is a legal corporation and this can change the organization.
- The charter states that TMCC is an autonomous college, which was originally created by the Tribal Council. By having this resolution, it will not be an autonomous institution.
- If the Trustees have to oversee all of the decisions as stated in the resolution, the college only needs to have one board.

Chairman Azure recommends that the resolution go to the colleges' attorney so that it does not jeopardize the college in any way.

The Board of Directors are on the board because they care about the college. The Board of Trustees were put in place to protect the integrity of the Board.

TMCC used to work closely with the Tribe when Carty and Carol were in charge. The grants would all go to the tribe. Once Dr. Davis was placed as President, this discontinued.



- More grants are available not and it is not necessary to go through the Tribal Council.
- TMCC has been turned down from the Tribal Council to bring grants through.

The Tribal Council has always been welcome to attend the meetings at the college. They are a liaison for the college.

Chairman Azure asked for the motion to adjourn. Ron Peltier made this motion, seconded by Emil LaRocque. All were in favor.

Meeting adjourned at 5:59 p.m.

---

**Barbara Poitra, Acting Chairperson**

---

**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Special Board of Trustees Meeting  
September 8, 2009  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Trustees Present:** James Lindgren, Theresa Rivard, Yvonne St. Claire,  
Dwight Trottier, John Frederick

**TMCC Employees Present:** Jackie Stein, Dr. Jim Davis

Chairman Lindgren called the meeting to order at 5:15 p.m.

Chairman Lindgren asked for the reading of the July 27, 2009 meeting minutes. These minutes were read by Jackie Stein.

Chairman Lindgren asked for the approval of the July 27, 2009 minutes with corrections. Dwight Trottier made this motion, seconded by John Frederick. All were in Favor.

Chairman Lindgren asked for the reading of the August 11, 2009 meeting minutes. These minutes were read by Jackie Stein.

Chairman Lindgren asked for the approval of the August 11, 2009 minutes with corrections. Dwight Trottier made this motion, seconded by Yvonne St. Claire. All were in favor.

**2.1.1 Dr. Davis' Contract**

Dwight Trottier has a concern that in the years past, the Board of Directors and the TMCC President negotiate the contract. Dr. Davis feels that if he is evaluated by the Board of Directors at this time would be unfair.

- To work on next year's evaluation process and contract, the board of Directors would like to have 2 people from the Board of Directors and 2 people from the Board of Trustees do the evaluation.

In spite of the Tribal resolution, the Board of Trustees does not want to take over the decision making. They would like the Presidents contract and evaluations to be handled in the same manner. The Board of Trustees were previously only present for the original hiring of the President.

42 The Board of Trustees need to determine who will be involved in the contract renewal.  
43 Discussion held.

44 The Tribal Resolution gave the authority to the Board of Trustees to make the decision  
45 for Dr. Davis' contract. The resolution stated the Board of Trustees can overturn any  
46 detrimental decision that the Board of Directors makes.

47 The Board of Trustees need to re-affirm their prior decision.

48 The Turtle Mountain Band of Chippewa resolution 362-09-09 gives the Board of  
49 Trustees final authority to determine who the TMCC President is. Discussion held.

50 Dr. Davis would like the opportunity to negotiate his contract with the Board of Directors  
51 and Trustees.

52 John Frederick made the motion to renew Dr. Davis' contract and go into negotiations  
53 with the Board of Directors, the Board of Trustees, and the TMCC President, within 60  
54 days to finalize the contract. Seconded by Yvonne St. Claire. Theresa Rivard Opposed.  
55 All other members were in favor.

56 John Frederick makes the recommendation to have two people from each board negotiate  
57 the Presidents' contract. This is to be at the discretion of each board.

58 Chairman Lindgren needs to get in contact with Chairman Azure to begin negotiations on  
59 Dr. Davis' contract. He will set up a meeting to begin the process. The Board of  
60 Trustees need to be involved in the negotiation process.

61 Negotiations with Dr. Davis will be finalized by November 7<sup>th</sup>, 2009 and will be  
62 presented at the November meeting.

### 63 **2.1.2 TMCC Board of Directors**

64 Dennis Bercier enters at 6:31 p.m.

65 Yvonne St. Claire requested to go into executive session at 6:33 p.m. Chairman Lindgren  
66 asked for the motion to go into executive session. Yvonne St. Claire made this motion,  
67 seconded by Dwight Trottier. All were in favor.

68 The Board of Trustees entered into executive session at 6:33 p.m.

69 Chairman Lindgren asked for the motion to come out of executive session. Dwight  
70 Trottier made this motion, seconded by Yvonne St. Claire. Exited out of executive  
71 session at 6:52 p.m.

72 It is requested that Chairman Lindgren gets the Board of Trustee policy to fit the Tribal  
73 Council Resolution.

74 September 26<sup>th</sup>, 2009 is the next quarterly policy meeting. The Board of Trustees will  
75 meet the same day. The agenda items will be: 1) Policy; 2) Board of Directors; 3)  
76 selection of New Board of Director member.

77 Chairman Lindgren asked for the motion to adjourn. Dwight Trottier made this motion,  
78 seconded by Yvonne St. Claire. All were in favor. Meeting adjourned at 6:56 p.m.

79

80

81

82 **James Lindgren, Chairman**

**Jaclyn Stein, Board Secretary**



**Turtle Mountain Community College**  
**Quarterly Board Meeting**  
**September 26, 2009**  
**9:00 a.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Ronald Peltier, Barbara Poitra

**Board of Directors Absent:** Emil LaRocque

**Board of Trustees Present:** James Lindgren, Theresa Rivard, Yvonne St. Claire, Dwight Trottier, John Frederick, David "Doc" Brien, Alicia Lunday, Caitlin Morin

**Board of Trustees Absent:** Janice Azure, Troy DeCoteau

**TMCC Employees Present:** Jackie Stein, Tracy Azure, Dr. Jim Davis, Wannetta Bennett, Wanda Laducer, Dennis DeCoteau

**Others Present:** Lance Azure, John Trottier

Acting Chairperson Barbara Poitra called the meeting to order at 11:00 a.m.

James Lindgren is a voting member.

Acting Chairperson Barbara Poitra asked for the motion to approve the August 24, 2009 minutes. Ron Peltier made the request to table the minutes until the next meeting. Acting Chairperson Barbara Poitra asked for the motion. Ron Peltier made this motion, seconded by James Lindgren. All were in favor.

Ron Peltier requested to have on record that no contract has been signed as of today, September 26, 2009 with Dr. Jim Davis. He is currently working without a contract and the college doesn't have a President.

Dr. Jim Davis also requested to have on record that he doesn't have a signed contract, but is still getting paid, still attending work, and will/should have a signed contract on or before November 1, 2009.

Acting Chairperson Barbara Poitra asked for the motion to approve the agenda. Ron Peltier made this motion, seconded by James Lindgren. All were in favor.

**2.1 President's Report by Dr. Jim Davis**

37 **2.1.1 Policy Introduction**

38 Dr. Bill Gourneau will propose the policy changes. We need to get a full legal review of the  
39 policies and they need to be gone through very closely. The policies previously went through the  
40 Department of Education.

41 **2.1.2 Student Union Update by Dennis Bercier**

42 Project is going along very well and we are expecting eight weeks left for construction. We are  
43 currently having construction meetings every Tuesday. The enclosure should be completed early  
44 next week and we should be moved in by early November.

45 We are negotiating with contractors to get deducts for mechanical linfoot. The deduct is for an  
46 \$18,000 control system. We are attempting to add the deduct back into the project. Discussion  
47 held. Dennis Bercier has a change order for the \$18,000 control system. Acting Chairperson  
48 Barbara Poitra asked for the motion to approve the change order. Ron Peltier made this motion,  
49 seconded by James Lindgren. All were in favor.

50 **2.1.3 USDA Project by Wannetta Bennett**

51 See appendix A.

52 Previously applied for \$300,000 grant was informed to find more funding. We were granted an  
53 additional \$220,000 with a 5% match. Discussion held. We need two resolutions signed by the  
54 Board Chairperson and the Secretary. The first resolution is to obtain the funding of \$220,000  
55 and the second resolution is for the execution of the loan and/or grant document. Acting  
56 Chairperson Barbara Poitra asked for the motion to approve the two resolutions. Ron Peltier  
57 made this motion, seconded by James Lindgren.

58 The papers need to be signed on Monday, so Ron Peltier made the motion to allow Acting  
59 Chairperson Barbara Poitra to sign the documents on Monday. Seconded by James Lindgren.  
60 All were in favor.

61 **2.14 Trading Post**

62 Wanda Laducer exits the meeting at 11:24 a.m.

63 Wannetta was previously directed to search for further funding for the Trading Post. We  
64 received notification that we received the second source of funding. We were also notified that  
65 Pathways to Prosperity are going to donate an additional \$15,000 for the renovation of the  
66 Trading Post. Discussion held. Wannetta Bennett and Dr. Jim Davis both recommend going  
67 forward with the project.

68 John Trottier exits the meeting at 11:34 a.m.

Acting Chairperson Barbara Poitra asked for the motion to allow Wannetta to go forward with the project to renovate and add the addition to the Trading Post. James Lindgren made this motion, seconded by Ron Peltier. All were in favor.

### **2.1.5 Approval of Travel**

It was previously suggested by a member of the Board of Trustees to have an employee improvement plan. Travel is a large issue and this should be a part of that plan. Dr. Davis' excessive travel was an issue and he was previously informed verbally not to travel as much. The travel got worse at this point. He traveled 101 days in 2007-2008 and 117 days in 2008-2009. Discussion held. With evaluations that were completed by the staff/faculty at TMCC we found that the main issue is the absence of the President. Travel was supposed to be pre-approved.

Ron Peltier made the motion to restrict Dr. Davis' travels to one trip every four weeks, not to exceed twelve trips per a year, with pre-approval from the Board of Directors. The Motion did not receive a second and was not carried forward.

Ron Peltier made the motion stating any travel done by the TMCC President needs to be pre-approved by the Board of Directors. James Lindgren seconded the motion. All were in favor.

Dr. Jim Davis admits that he travels a lot, but most of the time he travels for money for TMCC and the students. Dr. Jim Davis stated that since he has been here, they have brought in over \$35 million and it would not have been that large if he was not traveling. Discussion held. The Board of Directors has only had to put off a meeting a couple of times because of the President. TMCC has hardworking employees and Dr. Jim Davis has taken a lot of credit for work other people did, which includes work that was done prior to Dr. Jim Davis' coming on board with TMCC. Lance stated that Dr. Jim Davis has done some good work for the college in the time that he has been here.

Ron Peltier recommends having the Finance Department looking into the budget for a Vice President. This item should be on the next agenda.

## **2.2 Comptroller's Report by Tracy Azure**

### **2.2.1 PO's**

No new PO's. We need signatures for previously approved PO's.

### **2.2.2 Other**

- See Appendix C. Travelers Insurance Company did a risk assessment and found that items are being stored in areas that are not allowed. Wesley Davis is currently looking at correcting the issues.

- See Appendix D. Fiscal auditors will be here on Monday, September 28, 2009 and will be auditing a number of different grants.
- The cafeteria is currently in the red. We may be raising the prices to attempt to break even. Discussion held.
- See Appendix E. Fiscal Policies have to change the accounting process to accrual basis and will need to be changed in the policies. This will affect how some materials are recorded. Discussion held. See Appendix F. This handout is to show what the audit work paper will look like.
- With Wannetta leaving we need another staff check signer. We also need 2 new board check signers. The recommendation is Larry Henry. Acting Chairperson Barbara Poitra asked for the motion for Larry Henry to be a check signer. Ron Peltier made this motion, seconded by James Lindgren. All were in favor.
- We need to establish exempt or non-exempt employees within fiscal policies.

## **2.3 Human Resources Report by Dr. Bill Gourneau**

### **2.3.2 Policies**

See Appendix G and H. Dr. Bill Gourneau explained that the documents which were provided were looked at by an employment attorney. There are two critical sections which are the Grievance Policy and the Reinstatement Policy. Discussion held. These should be reviewed at the Special Policy Meeting.

### **2.3.1 New Hires**

Dr. Gourneau has the following positions to hire for:

1. Native Ways of Knowing (NWOK) Administrative Assistant—the committee recommended Anthea Jeanotte. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by James Lindgren. All were in favor.
2. Computer Support Systems—the committee recommended Chris LaFromboise. Chairman Azure asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by James Lindgren. All were in favor.
3. Process Plant Technology Instructor—the committee recommended Keith Brien. Chairman Azure asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by James Lindgren. All were in favor.



- 133 4. Professional Development Elementary Education Director (PDEE)—the committee  
134 recommended Kathy Gladue. Hire is tabled for the next meeting. No action was taken.

135 Dr. Bill Gourneau stated that they are having problems keeping people interested in the positions  
136 while waiting for the board meetings. Dr. Gourneau was informed to go through the proper  
137 selection process with faculty and hire them. The board is willing to do phone votes any time it  
138 is necessary.

139 Theresa Rivard exits the meeting at 12:49 p.m.

### 140 **2.3.3 Grievance Hearing**

141 A grievance was filed that involves the Board of Directors. We need to schedule a meeting with  
142 the Board of Directors to handle the grievance. Dr. Bill Gourneau needs to schedule this meeting  
143 date. Discussion held.

144 Dr. Bill Gourneau would also like to inform the board that he also does not have a contract and  
145 he assumes that he still has previous contract.

146 Dr. Jim Davis stated that they need to have one more person hired. This is the hiring for the  
147 Internal Manager for the Foundation. Anna Sarcia was the recommendation for the position.  
148 This position is through the Bremer Foundation grant. Acting Chairperson Barbara Poitra asked  
149 for the motion to hire Anna Sarcia. James Lindgren made this motion, seconded by Ron Peltier.  
150 All were in favor.

### 151 **2.4 Student Services Report by Dr. Jim Davis**

152 Financial Aid disbursement was one week ago and we distributed \$1,113,202. Current  
153 enrollment is 728 students.

154 We are starting a Student Ambassador Program this semester. We need to find interested  
155 students that would be interested in being ambassadors for the college.

156 The mentoring program is continued this semester.

157 We are currently working on a proposal for Student Support Services.

158 The basketball teams do not have a men's coach as of now.

### 159 **3.0 Other**

#### 160 **3.0.1 Student Senate**

161 We believe that we need to have a handicap accessible bathroom for the students.

162 The smoking in front of the building needs to stop. The ashtray up on the steps promotes the  
163 students to smoke on the steps. Possibly make a smoke-free campus.

164 **3.0.2 Travel**

165 Dr. Jim Davis is notifying the board that he has an NDATC meeting and AIHEC fall meeting to  
166 attend. He will fax this information to the board members for approval. He also wants to notify  
167 the board that he may need to go to Grand Forks for orientation for the new hire and also to  
168 Chicago to address Accreditation.

169 **3.2 Next Board Meeting**

170 The next board meeting is scheduled for October 26<sup>th</sup>, 2009 at 5:00 p.m.

171 **3.3 Adjournment**

172 Acting Chairperson Barbara Poitra asked for the motion to adjourn. Ron Peltier made this  
173 motion, seconded by James Lindgren. All were in favor. Meeting adjourned at 1:20 p.m.

174

175

176

177 **Barbara Poitra, Acting Chairperson**      **Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Special Board of Trustees Meeting  
September 26, 2009  
9:00 a.m.**

**OFFICIAL MINUTES**

**Board of Trustees Present:** James Lindgren, Theresa Rivard, Yvonne St. Claire, Dwight Trottier, John Frederick, David “Doc” Brien, Caitlin Morin, Alisha Lunday

**Board of Trustees Absent:** Janice Azure, Troy DeCoteau

**Board of Directors Present:** Lancelot Azure, John Trottier, Ronald Peltier, Barbara Poitra

**Board of Directors Absent:** Emil LaRocque

**TMCC Employees Present:** Jackie Stein, Tracy Azure, Dr. Bill Gourneau, Dr. Jim Davis, Wannetta Bennett, Wanda Laducer, Dennis Bercier

Chairman Lindgren called the meeting to order at 9:36 a.m.

Chairman Lindgren asked for the approval of the agenda. Yvonne St. Claire made this motion, seconded by Alisha Lunday. All were in favor.

Yvonne St. Claire requested to go into executive session with Chairman Azure. Dwight Trottier seconded this motion. Theresa Rivard opposed. All other members were in favor. Board of Trustees entered into executive session at 9:40 a.m.

John Frederick entered the executive session at 10:24 a.m.

Chairman Lindgren asked for the motion to exit out of executive session at 10:47 a.m. Dwight Trottier made this motion, seconded by Yvonne St. Claire. All were in favor.

See Appendix A.

Jackie Stein read a letter provided to Chairman Azure, stating that he is no longer a board member for the Board of Directors, effective immediately. The reason for the dismissal is due to the negative publicity and memos that were issued. This was a unanimous vote.

The Board of Trustees will temporarily appoint a temporary Board of Directors Chairperson. The Board of Trustees would like to appoint Ron Peltier. Ron rejected this appointment. The Board of Directors meeting needs to continue on. Discussion held.

37 Yvonne St. Claire made the motion for James Lindgren to fill in for the Board of  
38 Directors meeting today. Dwight Trottier seconded the motion. Theresa Rivard opposed.  
39 All other members were in favor.

40 Lance Azure recommends removing all of the Board of Directors from the Board since  
41 they were all involved in the decisions that were made.

42 Due to Ron Peltier rejecting the acting chairperson position, Barbara Poitra will have to  
43 continue on with the meeting.

44 Yvonne St. Claire made a motion to table the remainder of the Board of Trustees meeting  
45 until the Board of Directors meeting is completed. Alisha Lunday seconded this motion.  
46 All were in favor. Meeting temporarily adjourned at 10:59 a.m.

47 Chairman Lindgren asked for the motion to reconvene. Yvonne St. Claire made this  
48 motion, seconded by Alisha Lunday. All were in favor. Boards of Trustees reconvene at  
49 1:23 p.m.

50 Request to table the remainder of the Agenda items until Saturday, October 3, 2009 at  
51 9:00 a.m. This meeting will be held at the Sky Dancer Casino.

52 Dr. Jim Davis can provide 12 copies of the current Board of Trustees By-laws and copies  
53 of the Tribal Resolution.

54 Chairman Lindgren asked for the motion to adjourn. Dwight Trottier made this motion,  
55 seconded by Yvonne St. Claire. All were in favor. Meeting adjourned at 1:29 p.m.

56

57

58

59

60 \_\_\_\_\_  
**James Lindgren, Chairman**

\_\_\_\_\_  
**Jaclyn Stein, Board Secretary**

1                   **Turtle Mountain Community College**  
2                   **Regular Board of Directors Meeting**  
3                   **October 26, 2009**  
4                   **5:00 p.m.**

5  
6                   **OFFICIAL MINUTES**  
7

8  
9   **Board of Directors Present:** Ron Peltier, Barbara Poitra.  
10

11   **Board of Trustees Present:** Yvonne St. Claire, Alicia Lunday, Caitlin Morin  
12

13   **Board of Trustees Absent:** James Lindgren, Theresa Rivard, Dwight Trottier, John  
14   Frederick, David Brien, Janice Azure, Troy DeCoteau  
15

16   **TMCC Employees:** Jackie Stein, Dr. Bill Gourneau, Larry Henry, Dennis Bercier, Dr.  
17   Jim Davis, Dr. Leonard Dauphinais, Wanda Laducer, Anna Sarcia  
18

19   **Others Present:** Logan Davis  
20

21   Meeting came to order at 5:14 p.m.  
22

23   Barbara Poitra is that acting chairperson for the October 26, 2009 meeting.  
24   Caitlin Morin is a voting member by Yvonne St. Claire.  
25

26   Acting Chairperson Barbara Poitra did roll call.  
27

28   Acting Chairperson Barbara Poitra asked for the approval of the August 24<sup>th</sup> meeting  
29   minutes. Ron Peltier moved to table the approval of the meeting minutes until the next  
30   board meeting. This includes August 24, 2009, September 3, 2009, and the September  
31   26, 2009 meeting minutes. Caitlin Morin seconded this motion. All were in favor.  
32

33   Acting Chairperson Barbara Poitra asked for the approval of the agenda. Dr. Davis  
34   requested to move 2.2 Comptrollers Report to the top of the agenda. Ron made this  
35   motion, seconded by Caitlin Morin. All were in favor.  
36

37   **2.2 Comptrollers Report by Dr. Leonard Dauphinais**

38   **2.2.1 PO's**

39   There are no new PO's. Dr. Dauphinais reported that 4 PO's which have been pre-  
40   approved need signatures.  
41

42   **2.2.2 Check Signers**

43   We are currently getting signature cards made up for the new signers and we will be  
44   getting them around soon. We also need more signers.  
45



46 **2.2.3 Arrowhead Print Shop Annual Report**

47 We need the names of the Board of Directors in the report. We may need to amend the  
48 report next year if we don't have the names soon.

49  
50 **2.2.4 Golden Eye Proposal**

51 During the August 24<sup>th</sup> meeting, the Board approved ordering new cameras. The quote  
52 was for \$85,025 from Symplex. We received another quote from Golden Eye for a total  
53 of \$119,083. The quote from Golden Eye would be a completely new system with higher  
54 technology and they are day/night cameras. Discussion held. Acting Chairperson  
55 Barbara Poitra asked for the motion to approve ordering cameras from Golden Eye and to  
56 rescind the previous motion for Symplex.

57  
58 Since the IT Director position is open, we have a person interested in the position, but he  
59 is requesting \$80,000 to come to TMCC. He has previous experience working for  
60 Jenzabar. We are requesting to negotiate the salary with this particular person. Acting  
61 Chairperson Barbara Poitra asked for the motion to approve the request to negotiate with  
62 the particular individual. Ron Peltier made this motion, seconded by Caitlin Morin. All  
63 were in favor. If the decision is to hire the individual they are allowed to do a phone vote  
64 to hire.

65  
66 Anna Sarcia enters at 5:33 p.m.

67  
68 **2.1 President's Report by Dr. Jim Davis**

69 **2.1.1 Old Business: Vice President**

70 See appendix A.

71  
72 Dr. Dauphinais exits at 5:36 p.m.

73  
74 Dr. Davis will have the information ready for the December meeting concerning the Vice  
75 President. Discussion held on Appendix A.

76  
77 **2.1.2 College Foundation Update by Anna Sarcia**

78 Anna was brought into TMCC under the Bremer Foundation Grant. She received a  
79 training in Grand forks and they looked at the strategic plan. Anna provided an update on  
80 what she has been working on since starting at TMCC.

81  
82 **2.1.3 Update on Facilities Construction**

83 The Student Union is going well. They are having weekly construction meetings. The  
84 building should be completed by November 11<sup>th</sup>. They are having their first inspections  
85 on November 10<sup>th</sup> and the second inspections are scheduled for November 15<sup>th</sup>. Facilities  
86 will get training on the building.

87  
88 We are currently getting quotes for more handicap accessible doors.

89  
90 **2.1.4 Travel Requests and Travel Reports**

91 See Appendix B.

Dr. Davis informed the board that he was aware that there were questions about his travel for the AIHEC and Rural Community College Alliance meetings. These meetings were pre-arranged and required a one month notification. This was done prior to the previous meeting requiring all travel to be approved.

Dr. Davis is requesting for travel to the following meetings:

- November 9-10 for the Midwest Higher Education held in Fargo.
- November 4 for the NADTC meeting.
- November 19 to the NCA in Chicago.

Acting Chairperson Barbara Poitra asked for the motion to approved Dr. Davis' travel. Ron Peltier made this motion, seconded by Caitlin Morin. All were in favor.

### **2.3 Human Resources Report by Dr. Bill Gourneau**

#### **2.3.1 New Hires**

Dr. Gourneau has the following positions to hire for:

1. Youth Build Director—the committee recommended Pete Davis. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by Caitlin Morin. All were in favor.
2. Youth Build Counselor---the committee recommended Misty Brorby. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee's recommendation. Ron Peltier made this motion, seconded by Caitlin Morin. All were in favor.
3. IT Director---On hold until negotiations are completed
4. Professional Development Elementary Ed (PDEE) ---the committee recommended Kathy Gladue. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee's recommendation. Caitlin Morin made this motion, seconded by Ron Peltier. All were in favor.

#### **2.3.2 Other**

Dr. Gourneau is inquiring about the policy meeting. Request to have administrative council review the policies and then bring them to the board once they have been reviewed. These will be completed for the quarterly meeting.

We still have a grievance that the board needs to address. The person qualified for Unemployment benefits. We need a full Board of Directors before we can handle the grievance.

### **2.4 Academic Dean Report by Larry Henry**

Larry is currently working on spring schedule. We will be having pre-registration at the end of November.

The salary for the Chair of Teachers Ed is being discussed.

Nursing Department: We cannot get an application into the North Dakota Board of Nursing (NDBON) until we have a chairperson. At this point we will not be able to get approval until March. This position requires a Nurse with a Masters Degree.

## **2.5 Student Services Report by Wanda Laducer**

Wanda gave an update of what is currently occurring in her office, which includes:

A proposal for Student Support Services, a campus crime report, we had an annual audit and there were some concerns reported, the AIKIS report is due soon. She reported that they are trying to implement a Student Ambassador Program.

## **3.0 Other Business**

### **3.0.1 Student Senate**

Student Senate would like to know what their balance is in their account.

They inquired about the Day Care Program. They were informed that the money was turned back, because the program would be too difficult for the college to handle at this time. The liability is very high.

### **3.0.2 Other business**

Dr. Davis reported that AIHEC is in Arizona this year. The bus that was donated needs repairs. It may be better to charter a bus.

## **3.2 Next Board Meeting**

The next board meeting will be on November 23, 2009 at 5:00 p.m.

## **3.3 Adjournment**

Acting Chairperson Barbara Poitra requested for a motion to adjourn. Ron Peltier made this motion, seconded by Caitlin Morin. All were in favor. The meeting adjourned at 6:44 p.m.

---

**Barbara Poitra, Acting Chairperson**

---

**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Special Board of Trustees Meeting  
November 19, 2009  
5:00 p.m.**

**UNOFFICIAL MINUTES**

**Board of Trustees Present:** James Lindgren, Yvonne St. Claire, John Frederick, Alicia Lunday

**Board of Trustees Absent:** Theresa Rivard, Dwight Trottier, David Brien, Troy DeCoteau, Janice Azure, Caitlin Morin

**TMCC Employees Present:** Jackie Stein

Chairman Lindgren called the meeting to order at 5:33 p.m.

Chairman Lindgren and other Board of Trustees members reviewed the applications for the 3 available Board of Directors positions. Discussion held. The Board of Trustees decided to interview all of the 11 applicants.

Jackie will make a schedule for interviews for Monday, November 23<sup>rd</sup>, 2009 and Tuesday, November 24<sup>th</sup>, 2009. These will occur following the Regular scheduled Board of Directors meeting on Monday.

Meeting adjourned at 5:55 p.m.

---

**James Lindgren, Chairman**

---

**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Regular Board of Directors Meeting  
November 23, 2009  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Barbara Poitra.

**Board of Directors Absent:** Ron Peltier

**Board of Trustees Present:** James Lindgren, Theresa Rivard, Yvonne St. Claire,  
Dwight Trottier, John Frederick, Janice Azure, Alicia Lunday

**Board of Trustees Absent:** David Brien, Troy DeCoteau, Caitlin Morin

**TMCC Employees:** Jackie Stein, Dr. Bill Gourneau, Larry Henry, Dennis Bercier, Dr.  
Jim Davis, Dr. Leonard Dauphinais, Wanda Laducer, Les LaFountain

Barbara Poitra is acting Chairperson.

James Lindgren appointed Dwight Trottier and John Frederick to the Board of Directors  
for the current meeting to make a quorum. In the TMCC Board of Trustees by-laws  
5.0010.05.

Acting Chairperson Barbara Poitra called the meeting to order at 5:13 p.m.

Acting Chairperson Barbara Poitra did roll call.

Acting Chairperson Barbara Poitra asked for the motion to table the minutes until the  
next meeting. Dwight Trottier made this motion, seconded by John Frederick. All were  
in favor.

Acting Chairperson Barbara Poitra asked for the approval of the agenda. John Frederick  
made this motion, seconded by Dwight Trottier. All were in favor.

**2.1 President's Report by Dr. Jim Davis**

**2.1.1 Bus bid**

We received two bids for a bus for the college. Bid amounts are: Davy Coaches  
\$170,860 and Harlow's for \$165,815 plus the Tero Tax for both quotes. This is a 38-39  
passenger bus. Dr. Davis recommends going with Harlow's since they are low bid and  
local. The USDA grant will fund \$90,000 and TMCC will have to match the rest.

Dennis Bercier enters at 5:23 p.m.



46 TMCC currently does not have the extra money at this time for the purchase. We are  
47 currently \$400,000 in deficit. Discussion held. Dwight Trottier suggested tabling the  
48 agenda item until the all day board meeting to determine where the funding will come  
49 from. Acting Chairperson Barbara Poitra asked for the motion to table until the all day  
50 board meeting. Dwight Trottier made this motion, seconded by John Frederick. All were  
51 in favor.

### 52 53 **2.1.2 Nursing Building A/E Services**

54 TMCC received \$1 million for the project. This construction will be done on the current  
55 Nursing Building. We interviewed 4 architects. Jiran Architects is the recommendation  
56 for the construction project. They have a fee of 6.5%. In second place was Joseph  
57 Larrive and they had 8.25% + .75% = 9% overall. Acting Chairperson Barbara Poitra  
58 asked for the motion to concur with the recommendation to hire Jiran Architects for the  
59 Nursing Building construction. John Frederick made this motion, seconded by Dwight  
60 Trottier. All were in favor.

### 61 62 **2.1.3 P2P**

63 P2P contacted Dr. Davis and would like to begin speaking about the Keystone Project  
64 again.

### 65 66 **2.1.4 Travel**

67 See Appendix A, B, and C.

68 Dr. Davis provided his travel reports from the month of November. See appendixes.

69  
70 Dr. Davis informed the board that he may need to schedule a meeting with the National  
71 Association of Governing Boards (NAGB) as a recommendation from the Higher  
72 Learning Commission (HLC). He will speak to the NAGB tomorrow.

73  
74 Travel to Chicago IL. See appendix C. Dr. Davis was informed that:

- 75 • We need a board which is fully in place (this needs to be done ASAP and is the  
76 HLC's biggest concern).
- 77 • We need to get back to where we were in the beginning of July.
- 78 • They spoke about the Tribal resolution and it was discussed that the resolution  
79 was unfair and needs to be addressed by the Tribal council.
- 80 • We may be placed on a monitoring status with the HLC.

81 Dr. Davis is going to work on putting a plan in place to resolve the issues. The correction  
82 will be presented at the all day board meeting

83  
84 Dr. Davis is requesting for travel to the following meetings:

- 85 • December 9, 2009 to Bismarck for an NDATC meeting. See appendix A

86  
87 Acting Chairperson Barbara Poitra asked for the motion to approved Dr. Davis' travel.  
88 Dwight Trottier made this motion, seconded by John Frederick. All were in favor.

92 **2.1.4 Vice President Position**

93 Dr. Davis is currently working of the draft of the position description. The Board would  
94 like to see financial information to be able to bring on a Vice President. Dr. Davis would  
95 like for the position to be filled.

96  
97 **2.2 Comptrollers Report by Dr. Leonard Dauphinais**

98 **2.2.1 PO's**

99 No PO's need to be approved at this time, but Dr. Dauphinais is requesting signatures for  
100 previously approved PO's.

101  
102 **2.2.2 Draft Audit**

103 See Appendix D and E.

104  
105 Dr. Dauphinais provided information on the audit which was completed. The auditors  
106 had three findings which need to be taken care of with a corrective action plan. Wanda  
107 Laducer is currently in contact with the auditors to determine what they need corrected in  
108 the Financial Aid area. Dr. Dauphinais is requesting a motion to approve the audit draft.  
109 Acting Chairperson Barbara Poitra asked for this motion. Dwight Trottier made this  
110 motion, seconded by John Frederick. All were in favor.

111  
112 **2.2.3 Check Signers**

113 We still need check signers from the Board of Directors. We will wait until we have a  
114 full board before making the selection.

115  
116 **2.3 Human Resources Report by Dr. Bill Gourneau**

117 **2.3.1 New Hires**

118 Dr. Gourneau has the following positions to hire for:

- 119
- 120 1. Youth Build Data Collection Officer—the committee recommended Kristy  
121 Parisien. Acting Chairperson Barbara Poitra asked for the motion to concur with  
122 the committee's recommendation. Dwight Trottier made this motion, seconded  
123 by John Frederick. All were in favor.
  - 124 2. Youth Build Basic Education Teacher---the committee recommended Josette  
125 Monette. Acting Chairperson Barbara Poitra asked for the motion to concur with  
126 the committee's recommendation. Dwight Trottier made this motion, seconded  
127 by John Frederick. All were in favor.
  - 128 3. ANA Project Director/Curriculum Developer---the committee recommended  
129 Russell Wilkie. Acting Chairperson Barbara Poitra asked for the motion to  
130 concur with the committee's recommendation. Dwight Trottier made this motion,  
131 seconded by John Frederick. All were in favor.
  - 132 4. ANA Project Technician/Administrative Assistant---the committee recommended  
133 Patricia Vivier. Acting Chairperson Barbara Poitra asked for the motion to  
134 concur with the committee's recommendation. John Frederick made this motion,  
135 seconded by Dwight Trottier. All were in favor.
  - 136 5. IT Director---After negotiations, Dr. Gourneau recommends hiring Suleman  
137 Hamid. Acting Chairperson Barbara Poitra asked for the motion to concur with

138 Dr. Gourneau's recommendation. Dwight Trottier made this motion, seconded by  
139 John Frederick. All were in favor.

140  
141 Dennis Bercier exits at 6:12 p.m.

142  
143 Dr. Gourneau would like to remind the board that he needs to have his contract  
144 negotiated.

145  
146 Once we have a full Board of Directors, we still need to have a grievance hearing.

147  
148 It has been requested from the Board of Trustees that agenda items 2.4 Academic Dean  
149 Report, 2.5 Student Services Report, and 3.0 Other Business be tabled until the Quarterly  
150 Meeting in December. Acting Chairperson Barbara Poitra asked for the motion to table  
151 the listed items. Dwight Trottier made this motion, seconded by John Frederick. All  
152 were in favor.

153  
154 **3.1 Next Board Meeting**

155 The next board meeting will be on December 5<sup>th</sup>, 2009 at 9:00 a.m. in Minot, ND at the  
156 Sleep Inn.

157  
158 **3.3 Adjournment**

159 Acting Chairperson Barbara Poitra requested for a motion to adjourn. Dwight Trottier  
160 made this motion, seconded by John Frederick. All were in favor. The meeting  
161 adjourned at 6:17 p.m.

162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172 **Barbara Poitra, Acting Chairperson**

---

**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Special Board of Directors Meeting  
November 30, 2009  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Ron Peltier, Barbara Poitra, Leigh Jeanotte, Robert Lattergrass, Chad Davis.

**Board of Trustees Present:** James Lindgren, Yvonne St. Claire, Dwight Trottier, John Frederick, Alicia Lunday.

**Board of Trustees Absent:** Theresa Rivard, David “Doc” Brien, Janice Azure, Troy DeCoteau, Caitlin Morin.

**TMCC Employees:** Jackie Stein, Dr. Bill Gourneau, Dr. Jim Davis

Barbara Poitra is acting Chairperson for this meeting

Acting Chairperson Barbara Poitra called the meeting to order at 5:07 p.m.

Acting Chairperson Barbara Poitra called for Roll Call. Welcome to all new Board members.

Acting Chairperson Barbara Poitra requested a motion to approve the agenda. Section 2.2 Election of New Officers needed to be added. Robert Lattergrass made the motion, seconded by Chad Davis. All were in favor.

**2.1 New Board of Directors**

Trustees selected three new members for the Board of Directors. The new members are: Leigh Jeanotte, Robert Lattergrass, and Chad Davis.

**2.2 Election of New Officers**

Need to nominate a Chairperson and a Vice-Chairperson. Robert made the motion to adopt officers tonight. Robert withdrew his motion.

Ron Peltier made the motion to enter into executive session with the Board of Directors, seconded by Chad Davis. All were in favor. Board of Directors entered into executive session at 5:18 p.m. Board of Trustees exited the meeting at this time.

Acting Chairperson Barbara Poitra made the motion to exit out of executive session at 5:54 p.m. Ron Peltier made this motion, seconded by Chad Davis. All were in favor.

The Board of Directors has decided to nominate a Chairperson and Vice-Chairperson today.

Acting Chairperson Barbara Poitra asked for a motion for the Chairperson position. Chad Davis nominated and made the motion to have Ron Peltier as the Board of Directors Chairman, seconded by Leigh Jeanotte. Ron Peltier abstained. All other members were in favor.

Acting Chairperson Barbara Poitra asked for the motion for the Vice-Chairperson position. Ron Peltier nominated and made the motion to have Dr. Leigh Jeanotte as the Board of Directors Vice-Chairman, seconded by Robert Lattergrass. All were in favor.

### **3.0 Other Business**

No other business

### **3.1 Adjournment**

Acting Chairperson Barbara Poitra asked for the motion to adjourn. Ron Peltier made this motion, seconded by Chad Davis. All were in favor.

Meeting adjourned at 5:55 p.m.

---

**Barbara Poitra, Acting Chairperson**

---

**Jaclyn Stein, Board Secretary**



**Turtle Mountain Community College  
Quarterly Board of Directors Meeting  
Meeting at Sleep Inn, Minot, ND  
December 5, 2009  
8:30 a.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Ronald Peltier, Dr. Leigh Jeanotte, Barbara Poitra, Robert Lattergrass, Chad Davis.

**Board of Trustees Present:** James Lindgren, Theresa Rivard, Yvonne St. Claire, Dwight Trottier, John Frederick, Janice Azure, Troy DeCoteau, David Brien, Alicia Lunday, Caitlin Morin

**TMCC Employees:** Jackie Stein, Dr. Bill Gourneau, Larry Henry, Dr. Jim Davis, Dr. Leonard Dauphinais, Wanda Laducer, Sheila Trottier, Rhonda Gustafson, Stephanie Poitra, Wes Davis

Chairperson Peltier called the meeting to order at 8:33 a.m.

Meeting was opened with a prayer by David Brien.

Chairman Peltier welcomed all new Board of Directors members to the Board.

Chairman Peltier asked for Roll Call.

Chairman Peltier asked for the motion to approve the following minutes:

1. August 24, 2009. No corrections necessary.
2. September 3, 2009. No corrections necessary.
3. September 26, 2009. With one correction, line 13 should be Alicia, not Alisha.
4. October 26, 2009. With one correction, line 136-137 should state, "The salary for the Chair of Teachers Ed is being discussed."
5. November 23, 2009. No corrections necessary.
6. November 30, 2009. No corrections necessary.

Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor.

Chairman Peltier asked for the motion to approve the agenda. Dr. Davis requested to add 2.4.1 Request for Developmental Leave under Larry Henry's report. Robert Lattergrass made the motion to approve the agenda with the requested change, seconded by Barbara Poitra. All were in favor.

**2.1 President's Report by Dr. Jim Davis**

**2.1.1 Bus Bid**

Dr. Davis has been working on the bid for the bus. USDA will provide \$90,240 for the bus. The total of the bus is \$164,970 plus 4% for the TERO fees. Dr. Davis requested a

waiver of the fees from the Tribe, the request was denied. The money will be provided as follows: USDA match is \$90,240, Student Government match is \$45,000, and TMCC match is \$54,760. Additional heaters may need to be added to the bus and this will be an additional cost. Discussion held. Chairman Peltier asked for the motion to approve the purchase of the bus. Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor.

Theresa Rivard entered the meeting at 8:57 a.m.

### **2.1.2 HLC Correction Plan**

See Appendix A.

Dr. Davis explained the strategic plan which he plans on bringing to the National Association of Governing Boards (NAGB). Discussion held. The first trip to the NAGB in Washington is free of charge. Meeting with the NAGB was a recommendation of the HLC. Chairman Peltier recommends that the NAGB come to TMCC to meet with everyone.

Troy DeCoteau entered the meeting at 9:15 a.m.

The Board of Directors has requested for Dr. Davis to set up a conference call next week at 11:30 while he is in Washington. Dr. Leigh Jeanotte will travel with Dr. Davis to Washington to meet with the NAGB.

### **2.1.3 Vice President Position Description**

See Appendix B.

Dr. Davis should address the Vice President information with the HLC. The job description should be a general job description. Discussion held. Dr. Davis would like to have a person that can focus on all areas and take some of the work load from the people which are covering for the current position duties. Dr. Davis would like permission to advertise for the Vice President position. Chairman Peltier asked for the motion to advertise for the position. Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in Favor.

### **2.1.4 COLA/ Bonuses**

See Appendix B and C.

A lengthy discussion was held on costs of the COLA/ Bonuses. It has been recommended that TMCC possibly increase the amount of COLA when writing their grants. Discussion held. Barbara Poitra made the motion to give a 5% COLA increase with a \$500 bonus to all full-time, permanent staff which were hired on or before June 30, 2009, seconded by Dr. Leigh Jeanotte. All were in favor. Barbara Poitra amended her motion and would like to also add that TMCC needs to explore the merit system. Amendment was seconded by Robert Lattergrass. All were in favor. The remainder of the TMCC employees will be compensated as follows:

- New Hires-hired July 1, 2009 or after will receive a \$250 bonus.
- Temporary Staff-anyone who works 20 hours or more per week will receive \$250.
- Part-time staff-will receive \$25 each.

- GED Part-time staff – 20+ hours per a week will receive \$200  
10-19 hours per a week will receive \$150  
Below 10 hours per a week will receive \$100
  - Adjunct faculty will receive turkeys as recommended by Administrative Council
- The terms are outlined in Appendix C as to who is or who isn't eligible for the COLA or the Bonus.

Darrel Heiselman entered at 9:57 a.m.  
Chairman Peltier suggested a break at 10:07 a.m.  
Reconvene meeting at 10:25 a.m.

## **2.2 Comptrollers Report by Dr. Leonard Dauphinais**

### **2.2.2 Presentation of Audit by Darrel Heiselman**

See Appendix D and E.

Darrel Heiselman presented the audit results to the board.

A policy needs to be included for financial aid so there aren't any further discrepancies. Wanda stated that every Monday Financial Aid will be setting aside time to take care of all reporting so that it is done in a timely manner.

Stephanie Poitra entered at 10:55 a.m.

Two issues that arose during the audit need to be addressed. TMCC needs to determine a policy for travel and cancelling travel reservations. This is due to the college losing money for hotel rooms because of late cancellation. A policy should also be in place for double compensation. Chairman Peltier would like to have more information on the two situations at the next meeting.

### **2.2.1 PO's**

No PO's at this time.

Dr. Dauphinais is requesting for the board to determine what to do with the cafeteria. The cafeteria is continuing to go in the red. This item should be on the January 25, 2010 agenda.

## **2.3 Human Resources Report by Dr. Bill Gourneau**

### **2.3.2 Policies**

See Appendix F and G.

Dr. Gourneau needs the Board to determine what an Exempt employee is and what a Non Exempt employee is. He is also requesting to have more time to go through the policy manual. He would like to present this at the March meeting. It is the Boards consensus to move forward with working on the policy manual.

### **2.3.1 New Hires**

Dr. Gourneau has one new hire, which is as follows:

1. Data Collection/Placement Officer – Christy Parisien was the recommendation for the position. She turned the position down. The committee is recommending going with their alternate which is Mica Belgarde. Chairman Peltier asked for the motion to concur with the committee’s recommendation. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor.
2. Chair of Teacher Education Department (Presented by Larry Henry) – Dr. Carmelita Lamb is the recommendation from the committee. Chairman Peltier asked for the motion to concur with the committee’s recommendation. Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. Discussion held. Not all of the information has been sent through to Dr. Bill Gourneau. Barbara Poitra rescinds her motion. This item will go on the agenda for the Special Board meeting scheduled for Thursday, December 10<sup>th</sup>, 2009.

### **2.3.3 Other**

Dr. Gourneau would like to remind the Board that they need a hearing scheduled with the Board of Directors for a grievance against Dr. Davis. Dr. Gourneau has been informed to schedule a meeting for next week on Thursday, December 10, 2009 at 5:00 p.m. Dr. Gourneau will get packets out to the Board of Directors on Monday.

### **2.4 Academic Dean Report by Larry Henry**

- The Teachers Education Department will have 9 Elementary Ed students and 4 Secondary Science students that are ready for student teaching in the spring.
- The Nursing Department cannot go for approval with the North Dakota Board of Nursing (NDBON) until they have a director.
- The Faculty Chairs have been assisting with faculty evaluations. The faculty evaluations are being completed at this time and all new faculty members are getting two evaluations this year.

#### **2.4.1 Request for Developmental Leave**

Sheila Trottier is requesting Developmental Leave. Discussion held. She intends on working her 40 hours per a week. She is also requesting for her tuition and fees to be paid for. It states in the policy that they will be paid if it pertains to their current job. Chairman Peltier asked for the motion to approve payment for tuition, fees, and books and permission for the Developmental leave. Barbara Poitra made this motion, seconded by Robert Lattergrass. Discussion held. Barbara Poitra rescinds her motion due to no money set aside for education. Discussion held. Chairman Peltier recommends tabling item until the January 2010 meeting.

AIHEC has been scheduled for March 21-26, 2010 and Spring Break will be from March 22-25, 2010.

Break for lunch at 12:22 p.m.

Reconvene from lunch at 1:04 p.m.

### **2.5 Student Services Report by Wanda Laducer**

- We had pre-registration this past week. 263 students had pre-registered at that time and we will be continuing to pre-register until new student registration in January. We would like to be able to offer pre-registration to all students, not just new students.
- We will be having people come up to work with Student Services Staff to give Jenzabar training. We need the staff certified with Jenzabar since this is the program that we use in our office. The training will be December 21-23, 2009.
- Dual credit. It has been brought up about charging tuition and fees. We feel that it needs to be billed to everyone. TMCC is the only Tribal College that doesn't bill students for tuition.
- The Student Union is 99.99% complete and Student Support Services will be moving in after classes are completed.

## **2.6 Faculty Representative by Rhonda Gustafson**

Rhonda informed the board that she has been selected by the faculty to represent them. She is a link in the shared governance process. She brings faculty issues to the Administrative Council.

## **2.7 Staff Representative by Stephanie Poitra**

Stephanie informed the board that she serves as a communication tool between staff and Administrative Council. She is serving her second year as the staff representative.

## **3.0 Other Business**

### **3.0.1 Student Senate**

Student Senate doesn't have anything to report on at this time.

They have a request to move the sandwich machine to the new Student Union; it is just sitting not being used in the cafeteria. Discussion held. Student Senate needs to get in contact with Tracy Azure.

Chairman Peltier announced the TMCC Staff/Faculty Christmas Party and let the board members know that they are invited.

## **3.1 Next Board Meeting**

The next board meeting will be on January 25, 2010 at 5:00 p.m. in the TMCC Board Room.

## **3.2 Adjournment**

Chairman Peltier requested for a motion to adjourn. Dr. Leigh Jeanotte made this motion, seconded by Barbara Poitra. All were in favor. The meeting adjourned at 2.34 p.m.

---

Ronald Peltier, Chairman

---

Jaclyn Stein, Board Secretary



**Turtle Mountain Community College  
Special Board of Directors Meeting  
December 10, 2009  
4:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Ron Peltier, Barbara Poitra, Leigh Jeanotte, Robert Lattergrass, Chad Davis.

**TMCC Employees:** Jackie Stein, Dr. Bill Gourneau, Dr. Jim Davis, Larry Henry, Rhea Allery, Dave Ripley

**Others Present:** Barbara Dahlen, Tom D. Kelsch, Daniel Traynor

Chairman Ron Peltier called the meeting to order at 4:18 p.m.

The Board of Directors immediately went into meetings with the attorney, Dr. Bill Gourneau, Dr. Jim Davis, and Larry Henry.

A decision was made on the grievance and the Board of Directors will reconvene on Tuesday, December 15, 2009 at 5:00 p.m. with the decision.

Meeting adjourned at 6:14 p.m.

---

**Ronald Peltier, Chairman**

---

**Jaclyn Stein, Board Secretary**

**Turtle Mountain Community College  
Special Board of Directors Meeting  
December 14, 2009  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Ron Peltier, Barbara Poitra, Robert Lattergrass

**TMCC Employees:** Jackie Stein, Dr. Jim Davis, Larry Henry, Tracy Azure, Joseph Eltobgi

**GENERAL FUNCTIONS**

Chairman Peltier called the meeting to order at 5:02 p.m.

Chairman Peltier asked for Roll Call.

Chairman Peltier asked for the approval of the agenda. Dr. Davis requested to make some changes to the agenda and add one item. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor.

**2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL**

**2.1 New Hire by Larry Henry**

Chair of Teacher Education Department– Dr. Carmelita Lamb is the recommendation from the committee. Chairman Peltier asked for the motion to concur with the committee's recommendation. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor.

Larry Henry exited at 5:09 p.m.

**2.2 Design for Interpretive Center by Dennis Bercier**

See Appendix A

We will be adding an addition onto the Interpretive Center. The current design is a turtle and we are going to continue with the turtle design and add components onto the building which are each 1100 square feet. The cost of the building will be about \$1 million.

Discussion held. The Board of Directors have a concern about only having one bathroom and no windows. Dennis Bercier will work with the architect to design another bathroom into the design. Chairman Peltier asked for the motion to approve the conceptual design of the Interpretive Center/Health Science building. Robert Lattergrass made this motion, seconded by Barbara Poitra. All were in favor.

**2.3 Arrowhead Printing by Joseph Eltobgi**

See Appendix B.

Joseph reported that they had lost two full-time employees about 6 months ago and have not filled the positions. They currently have two part-time employees filling in and he would like to request to have three new positions approved. The positions are:

1. Graphic Designer/Print Shop Supervisor
2. Graphic Product Specialist
3. Cashier/Office Assistant

Discussion held on positions. Chairman Peltier requests for monthly financial statements to be provided to the Board of Directors each month for Arrowhead Printing. Chairman Peltier asked for the motion to approve the three positions and the advertising for the positions. Barbara Poitra made this motion, seconded by Robert Lattergrass. Robert is requesting that the positions and advertising all go through Dr. Bill Gourneau and he would also like to see the strategic plan and profit and loss statements for Arrowhead Printing. All were in favor.

#### **2.4 Decision for Grievance by Jim Davis**

Dr. Davis requested to go into executive session to discuss the decision. Chairman Peltier asked for the motion to enter into executive session. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor. The Board of Directors entered into executive session at 5:59 p.m.

Chairman Peltier asked for the motion to exit out of executive session. Barbara Poitra made this motion, seconded by Robert Lattergrass. Meeting reconvened at 6:12 p.m.

Chairman Peltier asked for the motion to accept the agreement which was made between TMCC and Barbara Dahlen with changed to part "E" of the document. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor.

#### **3.0 OTHER BUSINESS**

none

#### **3.1 Adjournment**

Chairman Peltier asked for the motion to adjourn. Robert Lattergrass made this motion, seconded by Barbara Poitra. All were in favor. Meeting adjourned at 6:13 p.m.

---

**Ronald Peltier, Chairman**

---

**Jaclyn Stein, Board Secretary**