Turtle Mountain Community College
Regular Board of Directors Meeting
January 26, 2009
5:22 p.m.

APPROVED MINUTES

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

Board of Trustees Present: Resa Rivard
Yvonne St. Claire
Memory Poni Cappo
Jim Baker
Harold Counts
David “Doc” Brien

TMCC Employees Present: Dr. Jim Davis
Dr. Bill Gourneau
Wanda Laducer
Wannetta Bennett
Lyle Poitra
Stephanie Poitra

Dr. Leonard Dauphinains
Larry Henry
Dennis Bercier
Barbara Dahlen
Sheila Trottier
Judy Belgarde

Others Present: Dale Van Eckhout – USDA
Rod Beck – USDA

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

Chairman Azure called for the approval of the minutes for the regular board meeting on
November 24, 2008. There was one change and that was to change the lowest bidder for the student
union from Jiran Architects to Baukol Construction which was incorrectly stated. Chairman Azure
called for the motion to approve these minutes with that correction. Barbara Poitra 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 minutes for the All Day Quarterly Board
Meeting, December 6, 2008, which was held in Grand Forks. There were some corrections to
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 Beek 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.
2.1.3 Payment to Jiran Architects - Letter was received from them requesting a payment in the amount of $119,331.93. They have been paid $105,764.72. Jiran says TMCC still owes them. After some discussion, the recommendation from the board is for Dr Davis and Dr Dauphinais to call Jeff Welch and look at original contract with reimbursables and get this resolved.

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

2.1.5 Travel Report

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

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

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

- Bergstrom Electric - $316,760.00
- Baukol Builders - $1,308,804.00
- C.L. Linfoot - $428,337.00

2.2 Comptroller’s Report by Dr. Leonard Dauphinais

2.2.1 P.O.’s - none.

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

2.2.3 Letter - loan transfer is at a lower rate. Bring back to next board meeting.

2.3 Human Resource Report by Dr Bill Gourneau -

2.3.1 - Marilyn Delorme was hired for the Clinical Lab Technician Position.

Stacie Blue was hired in the TCUP Department.

Dr Scott Hanson was hired as the TCUP Director.

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

Brock Baker resigned from his position as Entreprenuer Instructor.

Dr Gourneau still has two policies out on 30-day comment. He is having an attorney review the code of conduct policy – employee definition. He will have this policy ready for the February board meeting.
2.4 **Academic Dean's Report by Larry Henry**

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

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

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

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

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

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

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

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

Stephanie Poitras left the meeting at 8:07 p.m.

2.5 **Student Services Report by Wanda Laducer**

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

2.6 **Student Government – Memory Poni-Cappo** – they are getting ready for AIHEC in Washington, DC and in Missoula, Montana.

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

3.1 **Next Board Meeting**

There being no further business, Chairman Azure asked for a motion to adjourn. Ron Peltier made the motion to adjourn, seconded by Emil LaRocque. All board members were in favor.

Motion carried. Meeting adjourned at 8:11 p.m. The next board meeting will be held on February 23, 2009 at 5:00 p.m. in the board room of the college.

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

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Lancelot R. Azure, Chairman  
Judy Belgarde, Board Secretary
Regular Board of Directors Meeting  
February 23, 2009  
5:00 p.m.

Agenda

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

2.2 Comptroller’s Report  
2.2.3 Other  

Tracy Azure

2.1 President’s Report  
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  

Dr. Jim Davis

2.2 Comptroller’s Report  
2.2.1 P.O.s  
2.2.2 Loan Transfer Information  

Dr. Leonard Dauphinais

2.3 Human Resources Report  
2.3.1 Policies  
2.3.2 New Hires  

Dr. Bill Gourneau

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 26th, 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,
seconded by Emil LaRocque. Chairman Azure called for the vote. All were in favor.
Motion carried.

2.1 Presidents Report by Dr. Jim Davis

2.1.1 ATM Machine

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

2.2.3 Comptrollers Report: Other by Tracy Azure

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

2.1.2 Music Department

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

2.1.3 Update on New Facilities
• 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 21st, 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 29th-April 1st. 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 21st, 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 16th, 2009 and the Powwow is on May 2nd, 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 21st, 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

Jaelyn Stein, Acting Board Secretary
All Day Board of Directors Meeting
Saturday, March 28th 2009
9:00 a.m.

Agenda

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
      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)
      Dr. Jim Davis
   2.2 Comptroller’s Report
      2.2.1 PO’s
      2.2.2 Loan Transfer Information
      2.2.3 Security & Technology Upgrades
      2.2.4 Other
      Dr. Leonard Dauphinais
   2.3 Human Resource Report
      2.3.1 Faculty Contracts
      Dr. Bill Gourneau
   2.4 Academic Dean Report
      2.4.1 Curriculum
      Larry Henry

3.0 OTHER BUSINESS
   3.0.1 Executive Session
   3.1 Next Board Meeting – April 28, 2009
   3.2 Adjournment
All Day Board Meeting
March 28, 2009
9:00 a.m.

Official Minutes

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

Absent: Barb Poitra

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

Meeting opened at 9:20 am

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

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

President’s report:

2.1.1 P2P

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

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

Emil stated that the Board needs to make the initial decision. Further discussion was held. Janice stated that the Board needs to meet with the Council to share these concerns. 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 3rd at 10 am. Janice will confirm the
time. The college will create a packet for the tribe prior to the meeting on the 3rd. 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 Poitier 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
Comptroller report

2.2.1 PR's
There were no purchase requisitions to present.

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

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

Leonard reported that the college is also upgrading its server.

HR report

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

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

Lengthy discussion held positions in the Department of Labor project. Motion made by Ron to concur with the recommendation to hire Marilyn Delorme under the current salary
scale and to pay her $4,000 for additional duties of accreditation and curriculum, second by Emil, all in favor.

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

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

**Wanda’s report – student services**

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

Financial aid—disbursement date is April 9th.

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

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

Registrar—the final count was 690 for spring semester. Last day to drop was April 6th.

Graduation—May 16, speaker is Thomas Dismukes, the Pow-wow will be May 2nd.

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

SSS – has been working with the AIHEC conference.

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

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

**Academic Dean report**

Larry is at AIHEC. He had a meeting with AICF staff on our project. He is looking at the catalog to determine what programs need to be eliminated and what programs need to be added. Faculty are working on Native American studies program and customized
workforce training. Dr. Davis provided information on the secondary science program.
Questions were asked about the Elementary Ed program and its graduates.
Dr. Davis informed the Board that the girls’ team took second in AIHEC basketball
tournament.

**OTHER**

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

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.

Agenda

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
      2.1.1 Mechanical Deduct on Library/Student Union
      2.1.2 South Campus
      Dr. Jim Davis

3.0 OTHER BUSINESS
   3.0.1 Pharmacist Position
   3.0.2 Evaluations
   3.1 Next Board Meeting – April 27th, 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, Jaelyn 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 7th, 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.
Vice Chairman John Trottier requested that a board member be present at the meetings with the construction committee. The meeting minutes will also be sent to the members of the construction committee after each meeting.

2.1.2 South Campus

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

3.0 Other

3.0.1 Pharmacist Position

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

3.0.2 Evaluations

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

3.0.3 Other
• Anishnabe currently doesn’t have a director. Mark Hamley is acting. Lyle Poitra handed in his resignation last week. John Trottier, Ron Peltier, and Dr. Davis will meet on this issue on Friday.

3.2 Next Board Meeting

• The next board meeting is scheduled for Monday, April 29th, 2009 at 5 p.m. in the TMCC Board Room.

3.3 Adjournment

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

John Trottier, Vice Chairman  
Jaclyn Stein, Acting Board Secretary
Turtle Mountain Community College
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Regular Board of Directors Meeting
April 27, 2009
5:00 p.m.

Agenda

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
      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
      Dr. Jim Davis

   2.2 Comptroller’s Report
      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
      Dr. Leonard Dauphinais

   2.3 Human Resources Report
      2.3.1 New Hires
      2.3.2 Drug Training
      Dr. Bill Gourneau

   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
Regular Board Meeting
April 27, 2009
5:00 p.m.

OFFICIAL MINUTES

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

Board of Directors Absent: Ron Peltier.

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

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

Others Present: Lori Gourneau, Jim Baker, Bill Demontigny.

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

Chairman Azure has placed Jim Lindgren as a voting member.

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

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

Chairman Azure asked for the motion to approve the April 27th minutes with no necessary corrections. John Trottier made this motion, seconded by Emil LaRocque. All were in favor.

Chairman Azure asked for the motion to approve the agenda. Emil LaRocque requested to add: 2.2.3 Budget vs. Actual as of 3/31, 2.2.4 Other, and 3.0.1 Executive Session.

John Trottier made the motion to approve the agenda with the changes, seconded by Barb Poitra. All were in favor.

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

President’s report:
2.1.1 Research on Preeclampsia—presented by Dr. Lyle Best
Dr. Lyle Best presented information on the Preeclampsia study, which has been ongoing for four years at TMCC. This is an NIH funded project and may possibly be getting funded for further years. Dr. Best provided a handout, please see attached. Dr. Best’s research may contribute to finding a treatment for Preeclampsia.

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

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

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

Kathe Zaste enters at 5:42 p.m.

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

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

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

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

2.1.4 Upward Bound Minneapolis Trip

This topic has been moved to executive session 3.0.1

2.1.5 Funding/Projects Update

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

NASA sent an invitation to Outreach Tribal Colleges. With this invitation, Wannetta Bennett, Larretta Hall, Audrey LaVallee, and two students will be attending the outreach. Larretta Hall will be looking into the NASA grant at this time.
We are currently looking at Title III construction for funding for a health lab. This may be more of a priority than some projects. We currently have a lot of projects which are behind and it is a possibility that this may affect future funding. Discussion held. The Development Committee decided they would like to work on constructing a lab, rather than the 2nd story of the student union. Don’t currently have enough funding for the 2nd story.

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

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

2.1.6 South Campus

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

2.1.7 Title III New Construction

This was discussed in item 2.1.5

2.1.8 Anishinabe

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

June 1st, they will erect the small residential wind turbine on the Straw Bale House.

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

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

2.1.9 Basketball program for 2009-2010
Teams are calling TMCC to schedule games for next year. Dr. Davis is considering joining the MONDAK Conference. TMCC would be the 10th North Dakota team involved, but he does not recommend joining this year. Dr. Davis believes that it would be better to wait until at least the 2010-2011 school year. Discussion held. Chairman Azure recommends waiting at least 2 years, to give TMCC time to become more established with their basketball team.

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

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

**2.1.10 Board Secretary**

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

The board secretary will be attending some training.

**2.1.11 Evaluations on Administration**

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

**Comptroller report**

**2.2.1 P.O.s**

There were no purchase requisitions to present.

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

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

Joseph Eltobgi provided a handout. He presented expanding the business and providing more services to the public. Joseph would like to move down to Arrowhead, due to the amount of assistance that they need there due to quantity of jobs that are currently being 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 5th, 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 1st. 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.
Janice Azure left the meeting at 7:40 p.m.

2.4 Academic Dean Report by Larry Henry

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

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

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

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

AIHEC went well and we had no incidents.

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

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

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

2.5 Student Services Report by Wanda Laducer

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

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

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

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

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

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

Next board meeting is scheduled for May 25th, 2009 at 5:00 p.m.

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

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

Board went into executive session.

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

Lancelot Azure, Chairman  
Jaclyn Stein, Board Secretary
Special Board of Directors Meeting
May 5, 2009
5:00 p.m.

Agenda

1. GENERAL FUNCTIONS
   Call to Order
   Roll Call
   Approval of Agenda

2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL
   2.1 President’s Report
       2.1.1 P2P: South Campus
   2.2 Human Resources Report
       2.2.1 New Hires

3.0 OTHER BUSINESS
3.1 Next Board Meeting – May 26th, 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.


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.
• The land owned on the South side of the street is mostly owned by TMCC. P2P currently intends on proceeding on the North side of the street with rebuilding. TMCC also owns some buildings on the North side of the Road which is Tribal land. They would like to revitalize this side of the road.

• We need to come to an agreement with the situation. TMCC currently has a lease with the Tribe for a 25+ year contract. The lease has been misplaced but we have someone researching this issue. TMCC was not informed prior to having the agreement set.

• Marlin Belgarde entered the meeting at 5:35 p.m.

• TMCC’s concerns are:
  o Whose responsibility it is to find something equivalent to the buildings?
    TMCC put money into the buildings.
    ▪ TMCC wouldn’t have to pay rent for the first ten years for the housing of their businesses.
  o When originally talking about the keystone project, they were going to revitalize by adding to the area.
    ▪ It was not mentioned that buildings were going to be torn down.
  o Could P2P possibly build on the other side of the road, which is TMCC’s land?
    ▪ P2P stated that the plan is very specific about revitalizing old Main Street and it would be very difficult to change anything in the plan.
  o What is the cost and for who?
    ▪ TMCC could relocate the buildings, but the cost would be high to have renovations completed once the buildings are moved.
    ▪ If the buildings are moved to the South side, that takes away from all of the parking.
    ▪ 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.
  o If buildings are already in place, it will not harm any of the people
  o 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.
  o 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.
  o Once the buildings are moved, they need to work on the infrastructure.
The working committee has not completed their jobs to present the information to their own Boards. They agreed to each come up with a conclusion then bring it forward to their Board.

- P2P knows that they need to have a partnership with TMCC.
  - They should work together as Boards rather than working committees.

- Darrell Charette exits at 6:09 p.m.

- Continuation from Jeremy Laducer's request. TMCC has 23,000 square feet on the South Campus. Of that amount, TMCC is using 9,600 sq. ft directly and 14,600 sq. ft. indirectly. The college has an income generated from the amount of square feet being used indirectly.

- The P2P Board would like for the TMCC Board to get together and be informed.
  - The P2P Board should have at least 2 representatives from TMCC on their board.
  - Possibly have an open door policy for P2P Board Meetings and have TMCC staff attend meetings.

- The cost of demolition and rebuilding is more costly than building in another area.
  - The construction should be somewhere that there is a possibility of growth.

- The Northwest Area Foundation has $3 million to work on the project.
  - If TMCC could get involved, it would be helpful.

- There are currently 2 building of TMCC's that need constant renovations.

- Dr. Davis would like the project to be put off for an additional 2-4 years, which would give TMCC time to get involved and attempt to get funding.
• Jeremy Laducer stated that we need two things. 1. We need a transition plan in place; 2. The Board meetings should have a 3 plan phase in place which covers the (1) demolition, (2) construction, and (3) Road Construction.

• P2P would do the demolition of the buildings.

• Dr. Davis stated that we have 3 options, which include: 1. Scrap the Keystone Project, 2. Adjust the timeline to a later time or 3. Stay with current timeline and do best we can to complete the project on time.
  o Dr. Dauphinais stated that he created a transition plan and provided it to Phyllis Jollie at one time. Jeremy Laducer would like Dr. Dauphinais to email this plan to him at jeremy@tribalresources.com.
  o Phyllis Jollie also listed 3 options, which include: 1. Keep with current plan and follow it through, 2. Build on the South side of the road, rather than the North or 3. Adjust the timeline and still determine which side to build on and create a partnership with TMCC.

• Marlin Belgarde recommended relocating downtown to another area in Belcourt.
  o Could have more space and more parking.
  o We need to determine what is best for the people.

• Emil LaRocque recommended placing the renovation on hold and return back to creating jobs for the community.

• Gene Laducer stated that the problem with moving the renovation area is that we are trying to keep everything centralized.
  o If you move the downtown, it isn’t going to keep everything centralized.
  o We can possibly work with the Tribe to get rid of the old housing.

• 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 19th 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

Jaclyn 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.
Dr. Gourneau presented on the hiring for the Academic Readiness Curriculum Specialist position. Ina Mikkelsen was recommended for the position. Discussion followed. Jim Lindgren made a motion to concur with the recommendation. Seconded by Emil LaRocque. All were in favor.

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

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

Lancelot Azure, Chairman

Wannetta Bennett, Acting Board Secretary
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 Trottier. 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 27th 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 Trottier 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 2nd 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 (NWAF) 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.
2.1.8 Anishinabe Director/Athletic Director

See attachment: Appendix C

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

Keep current sports program as is for right now until TMCC determines exactly what they need. Try to have this determined by July 1st.

Comptroller Report by Dr. Leonard Dauphinais

2.2.1 P.O.'s

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

The first PO doesn't need approval; it was previously approved by the board.

Chairman Lance Azure asked for the motion to approve the second PO. Emil LaRocque made this motion, seconded by Resa Rivard. All were in favor.

2.2.2 Fund Balances

See attachment: Appendix E

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

2.2.3 Grants to be closed to ICCA

2.2.4 ICCA

2.2.5 Other

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

TMCC has an electrical problem in the building and Dr. Dauphinais informed Wes to hire an electrician to review the electrical system. Discussion held. Wes will check with 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.

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.
- P2P is also concerned that there isn’t any down time and will be
ty to be sure that the move is smooth and possibly done on a
weekend and back in order on Monday.
- The other renters which are located at South Campus would have prior
notification, but would need to locate their own office space elsewhere.
- If TMCC was put up at St. Anne’s, who would pay the rent? P2P or TMCC?
- GED currently serves Rolette County and they currently rent space with no
charge. The GED program does not have funding to pay for rent.
- TMCC needs to know the locations which P2P plans to relocate the programs.
  o P2P would like to offer alternative space for the renters also.
  o P2P would find space for the college programs and they would not have to
    pay rent.
- St. Anne’s has enough space for TMCC’s current renters.
- P2P has three priorities at this time, which are: Vocational Rehabilitation, GED
  program, and the Print Shop (Arrowhead Printing).
  o TMCC would not pay any rent to have these three programs housed.
- The Tribes goal is to house all of the tribal programs.
- Can the project be somewhere else?
  o It was previously suggested to the Northwest Area Foundation (NWAF)
    and they stated that if you are moving the revitalization plan, it is changing
    the focus of the grant.
    - The money would need to be sent back if this is done.
  o States in the partnership that the current plan can be amended.
    - This is true, but you cannot change the complete scope and if you
      are changing the location of “Downtown Belcourt”, it is changing
      the plan.
- The Tribe, TMCC, and P2P should get with the NWAF and attempt to make some
  changes.
  o They may possibly allow changes knowing what the circumstances are.
- The consensus from the last meeting stated to build on the North side of the road.
  o TMCC would then get replacement of the buildings for free.
  o Get buildings for the renters.
  o TMCC needs a building outright for the college programs. TMCC would
    like to own this building rather than having to pay any type of rent.
- If this gets brought to the NWAF, they may feel that P2P cannot deal with their
  own people and may find that this is a problem.
  o Something should be decided between TMCC and P2P.
- If P2P builds on the South side of the road, TMCC is still losing buildings.
  o The Welding department just had $100,000 put into the building.
  o There is also a newer steel building on that land.
- TMCC would like a 25+ year lease where ever they are housed. TMCC doesn’t
  want to be out of a building in a couple of years.
- It also needs to be acknowledged that there is a lack of money.
- If the project is switched to the south side of the road, the land should be
  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.
  o P2P and TMCC are in a tough situation.
  o 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.
  o This was the focus of the Keystone Project.
  o 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.
  o Possibly build on the West end of Downtown, rather than on the East side.
• Does TMCC have a perpetual lease with the Tribe?
  o 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?
  o No, they have not been appraised.
  o But, it is still housing businesses and programs and makes a profit for the college.
  o 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.
  o 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.
  o 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.
  o 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.
  o 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?
  o The Tribe and P2P need to meet to determine how TMCC could be compensated.
  o 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.
- Need something that states that it is TMCC’s.
- TMCC needs to be cautious, because when the Tribal Council changes, it is possible that the renting/leasing may change also.
  - Lance suggested that P2P determine something with the Tribe and try to come to some type of agreement that is fair.
  - TMCC needs to determine how much space they need.
    - Leonard previously stated that TMCC is only using 9,000 sq. feet for the TMCC programs.
    - P2P would like to know how much sq. feet they need to go look for, for TMCC.
      - They would like to do a temporary move for the time being.
  - P2P can ask the Tribe about getting the Tribal Day Care Center.
  - The print shop would fit well in the old bowling alley, which would be a temporary location, until they have the Keystone Building.
  - The building should be determined by the Tribe and P2P prior to discussing the issue.
  - P2P would like to decide between TMCC and P2P, prior to going to the Tribe for decisions.
    - P2P should meeting with the Tribe and identify the buildings that may be used.
    - Possibly have Tribe swap land with TMCC.
      - The Tribe may have other options available.
  - Chairman Azure asked for the motion to adjourn. Emil LaRocque made this motion, seconded by Resa Rivard. All were in favor.
  - Meeting adjourned at 6:20 p.m.

_Lancelot Azure, Chairman_  
_Jaclyn Stein, Board Secretary_
All Day Board of Directors Meeting  
Friday, June 26th 2009  
12:30 p.m.

Agenda

1. GENERAL FUNCTIONS
   Call to Order
   Roll Call
   Approval of Minutes
   Approval of Agenda

2. ADMINISTRATION/INSTRUCTION/BUSINESS/PERSONNEL
   2.6 Project Peacemaker Director
   Terri Martin-Parisien

2.1 President’s Report
   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
   2.2.1 PO’s
   2.2.2 Audit
   2.2.3 Other

2.3 Human Resource Report
   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 27th, 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: dskill 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 16th, 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 Anishinabe’s 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.
The updated TMCC catalog will be coming out with updates for the fall. Discussion held.

2.1.5 Organizational Chart

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

2.1.7 Library by Kathe Zaste

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

TMCC will pursue the grant with the Tribe.

2.1.6 P2P

See Appendix B

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

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

TMCC Board of Directors and Trustees have already determined that they do not want to lose anything. TMCC wants a building for a building, which TMCC will own. Need to attempt to meet with the Tribal Council to determine what their plans are. Dr. Davis will schedule a meeting with Corey LaVallie to meet on this issue next week.
Dr. Davis has received a directive by consensus that he set up a meeting for Thursday, July 2nd, 2009 with the Tribe, if the date is convenient for the Tribe.

Comptroller Report by Dr. Leonard Dauphinais

2.2.1 P.O.'s

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

2.2.2 Audit

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

The annual audit for the college is scheduled September 29th, 2009

2.2.3 Other

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

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

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

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

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

Dr. Leonard Dauphinais requested to have approval of the change in amount for the Petty Cash. Chairman Azure asked for the motion to approved Dr. Dauphinais request. John Trottier made this motion, seconded by Ron Trottier. All were in favor.
2.3 Human Resource Report by Dr. Bill Gourneau

2.3.1 New Hires

No new hires

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

2.3.2 Policy

I. Code of Conduct

See Appendix E.

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

II. Employee Definition

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

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

2.4 Academic Dean Report by Larry Henry

See Appendix F and Appendix G

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

We are currently going for approval of some CTE programs, which are: Phlebotomy, HVAC, and Residential Electrical. If we receive approval, the programs should begin in the fall.
We have minor changes to the catalog and should be completed by the second week in July. Discussion held.

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

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

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

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

2.5 Student Services Report by Wanda Laducer

We are currently:

- closing and reconciling Financial Aid,
- working on bring back the retention plan,
- had Enrollment Management training this week,
- advertising for the Scholarship Technician position,
- had a financial aid disbursement today and July 2nd, 2009 we will disburse the remaining amount of Pell,
- working on the Student Handbook and it will be brought to the July meeting,
- 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 9th. 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 27th, 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 Poitras. All were in favor

Meeting adjourned at 4:38 p.m.

Lancelot Azure, Chairman

Jaelyn 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
• Harold Counts: No
• Theresa Rivard: No
• Memory Poni-Cappo: Yes
• David “Doc” Brien: No
• Chairman Jim Lindgren: Yes

Motion carried.

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

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

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

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

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

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

Meeting adjourned at 6:37 p.m.

__________________________________________  _______________________________________
James Lindgren, Chairman                    Jaclyn Stein, Board Secretary
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.
2.1 Presidents Report

No Presidents report was provided at this meeting

2.2 Comptrollers Report by Dr. Leonard Dauphinais

2.2.1 PO’s

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

1. Baukol: $172,845;
2. Bergstrom: $22,285;
3. Jiran: $14,571;
4. Jiran: $13,567;
5. Jiran: 11,658;
6. Bergstrom: $7,375;
7. Baukol: $136,904;
8. Baukol: $12,282
9. Bergstrom: $27,392

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

2.2.2 Policy Changes

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

2.2.3 401K Resolution

Dr. Dauphinais is requesting a resolution for the 401K account. TMCC needs a formal record of the action. Dr. Dauphinais read the document to the board for approval. Dr. Dauphinais needs a signature from the Board Chairman and the Board Secretary upon approval. Chairman Azure asked for the motion to approve the resolution for the 401K account. Ron Peltier made this 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.
2.4.3 Other

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

3.0 Other Business

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

2.5 Student Services Report by Wanda Laducer

2.5.1 Approval of Student Handbook

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

2.5.2 Other

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

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

3.1 Other Business

Dennis Bercier is requesting for two change orders to be approved. See Appendix B. The first change order will be a deduct of $6005 by removing the retaining all on the North side of the Student Union. Discussion held. The second change order is to create a channel around the CTE Building due to water is running in the direction of the CTE Building. The cost would be $2027 and Baukol Builders will create the channel. Chairman Azure asked for the motion to approve the two change orders. Emil LaRocque made this motion, seconded by Barbara Poitra. All were in favor.
Memory Poni-Cappo and Donna Azure are organizing a silent auction on September 14-16, 2009 as a fundraiser for the Jennifer Morin family. They are taking any and all donations they can receive.

3.2 Next Board Meeting

The next board meeting is the Quarterly meeting. This is scheduled for September 26th, 2009 at 9 a.m.

3.3 Adjournment

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

Meeting adjourned at 8:24 p.m.

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Barbara Poitra, Acting Chairperson      Jaclyn Stein, Board Secretary
Turtle Mountain Community College
Special Board of Directors Meeting
September 3, 2009
5:00 p.m.

OFFICIAL MINUTES

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

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

Board of Trustees Absent: James Lindgren, David Brien

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

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

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

2.2 Resolution by Wannetta Bennett

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

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

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

Chairman Azure asked for the motion to approve the agreement for the additional parking lot that can be placed in the NW backside of the college or by the CTE Building, or in both places if there is enough funding. John Trottier made this motion, seconded by Ron Peltier. All were in favor.
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.
The Board of Trustees need to determine who will be involved in the contract renewal.

Discussion held.

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

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

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

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

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

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

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

Negotiations with Dr. Davis will be finalized by November 7th, 2009 and will be presented at the November meeting.

2.1.2 TMCC Board of Directors

Dennis Bercier enters at 6:31 p.m.

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

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

Chairman Lindgren asked for the motion to come out of executive session. Dwight Trottier made this motion, seconded by Yvonne St. Claire. Exited out of executive session at 6:52 p.m.
It is requested that Chairman Lindgren gets the Board of Trustee policy to fit the Tribal Council Resolution.

September 26\textsuperscript{th}, 2009 is the next quarterly policy meeting. The Board of Trustees will meet the same day. The agenda items will be: 1) Policy; 2) Board of Directors; 3) selection of New Board of Director member.

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

______________________________         _______________________________
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
2.1.1 Policy Introduction

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

2.1.2 Student Union Update by Dennis Bercier

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

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

2.1.3 USDA Project by Wannetta Bennett

See appendix A.

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

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

2.14 Trading Post

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

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

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

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

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

2.3.3 Grievance Hearing

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

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

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

2.4 Student Services Report by Dr. Jim Davis

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

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

The mentoring program is continued this semester.

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

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

3.0 Other

3.0.1 Student Senate

We believe that we need to have a handicap accessible bathroom for the students.
The smoking in front of the building needs to stop. The ashtray up on the steps promotes the students to smoke on the steps. Possibly make a smoke-free campus.

3.0.2 Travel

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

3.2 Next Board Meeting

The next board meeting is scheduled for October 26\textsuperscript{th}, 2009 at 5:00 p.m.

3.3 Adjournment

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

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

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

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

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

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

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

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

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

______________________________         _________________________________
James Lindgren, Chairman                    Jaclyn Stein, Board Secretary
Turtle Mountain Community College
Regular Board of Directors Meeting
October 26, 2009
5:00 p.m.

OFFICIAL MINUTES

Board of Directors Present: Ron Peltier, Barbara Poitra.

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

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

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

Others Present: Logan Davis

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

Barbara Poitra is that acting chairperson for the October 26, 2009 meeting.

Caitlin Morin is a voting member by Yvonne St. Claire.

Acting Chairperson Barbara Poitra did roll call.

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

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

2.2 Comptrollers Report by Dr. Leonard Dauphinais

2.2.1 PO’s
There are no new PO’s. Dr. Dauphinais reported that 4 PO’s which have been pre-approved need signatures.

2.2.2 Check Signers
We are currently getting signature cards made up for the new signers and we will be getting them around soon. We also need more signers.
2.2.3 Arrowhead Print Shop Annual Report
We need the names of the Board of Directors in the report. We may need to amend the report next year if we don’t have the names soon.

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

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

Anna Sarcia enters at 5:33 p.m.

2.1 President’s Report by Dr. Jim Davis
2.1.1 Old Business: Vice President
See appendix A.

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

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

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

2.1.3 Update on Facilities Construction
The Student Union is going well. They are having weekly construction meetings. The building should be completed by November 11th. They are having their first inspections on November 10th and the second inspections are scheduled for November 15th. Facilities will get training on the building.

We are currently getting quotes for more handicap accessible doors.

2.1.4 Travel Requests and Travel Reports
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 23rd, 2009 and Tuesday, November 24th, 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.
TMCC currently does not have the extra money at this time for the purchase. We are currently $400,000 in deficit. Discussion held. Dwight Trottier suggested tabling the agenda item until the all day board meeting to determine where the funding will come from. Acting Chairperson Barbara Poitra asked for the motion to table until the all day board meeting. Dwight Trottier made this motion, seconded by John Frederick. All were in favor.

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

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

2.1.4 Travel
See Appendix A, B, and C.

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

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

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

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

Dr. Davis is requesting for travel to the following meetings:
- December 9, 2009 to Bismarck for an NDATC meeting. See appendix A

Acting Chairperson Barbara Poitra asked for the motion to approved Dr. Davis’ travel. Dwight Trottier made this motion, seconded by John Frederick. All were in favor.
2.1.4 Vice President Position

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

2.2 Comptrollers Report by Dr. Leonard Dauphinais

2.2.1 PO’s

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

2.2.2 Draft Audit

See Appendix D and E.

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

2.2.3 Check Signers

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

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 Data Collection Officer—the committee recommended Kristy Parisien. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee’s recommendation. Dwight Trottier made this motion, seconded by John Frederick. All were in favor.

2. Youth Build Basic Education Teacher—the committee recommended Josette Monette. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee’s recommendation. Dwight Trottier made this motion, seconded by John Frederick. All were in favor.

3. ANA Project Director/Curriculum Developer—the committee recommended Russell Wilkie. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee’s recommendation. Dwight Trottier made this motion, seconded by John Frederick. All were in favor.

4. ANA Project Technician/Administrative Assistant—the committee recommended Patricia Vivier. Acting Chairperson Barbara Poitra asked for the motion to concur with the committee’s recommendation. John Frederick made this motion, seconded by Dwight Trottier. All were in favor.

5. IT Director—After negotiations, Dr. Gourneau recommends hiring Suleman Hamid. Acting Chairperson Barbara Poitra asked for the motion to concur with
Dr. Gourneau’s recommendation. Dwight Trottier made this motion, seconded by John Frederick. All were in favor.

Dennis Bercier exits at 6:12 p.m.

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

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

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

3.1 Next Board Meeting
The next board meeting will be on December 5th, 2009 at 9:00 a.m. in Minot, ND at the Sleep Inn.

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

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:

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.”

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 Board’s 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 10th, 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
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