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**Turtle Mountain Community College
Regular Board of Directors Meeting
July 26, 2010
5:00 p.m.**

OFFICIAL MINUTES

Board of Directors Present: Ron Peltier, Dr. Leigh Jeanotte, Barbara Poitra, Robert Lattergrass, Carla Peltier.

Board of Directors absent: none.

Board of Trustees Present: James Lindgren, John Frederick, Donna Azure, Coreena Patnaude.

Board of Trustees absent: Theresa Rivard, Dwight Trottier, Yvonne St. Claire, David Brien, Troy DeCoteau, Janice Azure.

TMCC Employees: Jackie De Los Santos, Dr. Jim Davis, Chad Davis, Ben Chromyj, Wes Davis, Dr. Bill Gourneau, Dennis Bercier, Anna Sarcia, Wanda Laducer, Steve DeCoteau.

Others Present: Alicia Lunday, Nick Martin.

I. Call to Order: Chairman Peltier called the meeting to order at 5:07 p.m.

II. Roll Call: Jackie De Los Santos Performed Roll Call.

III. Approval of Agenda: Chairman Peltier asked for the motion to approve the agenda without any changes. Carla Peltier made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.

IV. Approval of Minutes: Chairman Peltier asked for the motion to approve the June 14, 2010 minutes, June 15, 2010 at 10 a.m. minutes, June 15, 2010 at 4 p.m. minutes, and July 7, 2010 minutes; and to table the June 19, 2010 minutes until the next meeting. Dr. Leigh Jeanotte made the motion to approve the minutes with the corrections, seconded by Robert Lattergrass. All were in favor. Motion carried.

Steve DeCoteau exited at 5:24 p.m.

V. Old Business

a. Update on Construction Projects by Dennis Bercier: The updates are as follows:

1. Bus Project: The bus is completed and will go for inspection now. Once received by Harlow's, they will have it for about two weeks and the bus should be here by the end of August. We will be getting quotes for the decals.

- 45 2. Parking Lot: We received a bid that was too high, so the bid was rejected. We are
46 working on getting an additional grant to add an additional \$250,000 on top of the
47 original \$200,000. It will be about 1-1 ½ months before we receive confirmation on the
48 additional funding.
- 49 3. Health Cluster: See Appendix A. The project is moving along well. September 28th is
50 still the deadline. We will be having some change orders coming through. Jiran
51 Architects are working on the change orders at this time. Discussion held.
- 52 4. Trading Post: We are still waiting on the response from P2P. USDA concurred with the
53 change order. P2P has not yet found the funding to be returned back to us. Discussion
54 held.

- 55
- 56 **b. Coaches (men and women's basketball) by Dr. Jim Davis:** We made the requested changes
57 on the job description for the coaches, and we will re-advertise for the positions with the
58 changes. Carla Peltier previously requested that the Comptroller be involved with the coaches'
59 positions. Dr. Davis informed the board that he had discussed this with Dr. Dauphinais, and the
60 money is available. Discussion held.

61
62 JoAnne Blue entered at 5:54 p.m.

63
64 Dr. Davis is still attempting to recruit a person which is capable of fundraising. Chairman Peltier
65 asked for the motion to accept the job descriptions and to advertise immediately for the coaches
66 positions. Dr. Leigh Jeanotte made this motion, seconded by Carla Peltier. All were in favor.
67 Motion carried.

- 68
- 69 **c. Board of Directors By-Laws Update by Dr. Jim Davis:** Dr. Davis spoke with Tom
70 Disselhorst about having the by-laws completed. The draft will be ready by August 2nd and will
71 be mailed out. He would like a date to return for an additional meeting.

72
73 Dr. Davis reported that when he traveled to Big Sky, MT for the summer meeting, he discussed
74 the accreditation with Dr. Manning and Dr. Solomon. He stated that by August 18th, 2010, the
75 by-laws would be completed. Discussion held. Chairman Peltier stated that when he spoke to
76 Dr. Manning and Dr. Solomon, they stated that TMCC had a major change of governance due to
77 the two resolutions that were passed last fall.

78
79 Barbara Poitra entered at 6:10 p.m.

80
81 The report, which was issued to the HLC in June, informed them that the resolutions were
82 rescinded. They are currently waiting for the updated by-laws. Possibly send the second draft
83 of the by-laws to the HLC to review prior to the draft going to the Tribal Council.

- 84
- 85 **d. Board Training – Certificates and Handouts by Dr. Jim Davis:** Dr. Davis had certificates to
86 provide to the board members which had attending the board training.

87

88 **VI. New Business**

- 89 1. **Report on the College Foundation by Anna Sarcia:** See Appendix C. Anna provided a
90 detailed report explaining what she has accomplished since coming on board. Stated that we
91 need credit card capabilities so donors may donate in any way most convenient to them.
92

93 Anna Sarcia exited at 6:42 p.m.
94

- 95 2. **Facilities Report by Wes Davis:** Wes introduced Nick Martin from Golden Eye Technology.
96 Wes is requesting to contract Golden Eye Technology to assist with our current security cameras.
97 Nick Martin explained what Golden Eye Technology would be able to do for TMCC. The total
98 cost would be \$27,814, which would include encoders, wires, and labor. The current camera's
99 that are in TMCC will be used. Carla Peltier would like to see all information on the project,
100 including the proposal. Wes has been asked to bring a complete proposal to the next meeting
101 and include the Comptroller.
102

103 Wes had a meeting with Roland Desjarlais from CTI about security. We cannot afford to hire an
104 additional security guard, so Roland is proposing to offer two security guards for one year, with a
105 60 day trial.
106

107 Nick Martin exited at 7:00 p.m.
108

109 They are offering 2 security guards which would be available to TMCC when we need them.
110 They would not work set hours, so we would always have the College covered. Discussion held.
111 Wes is requesting approval to be allowed to contract with CTI for a 60 day trial period.
112 Chairman Peltier asked for the motion to approve for Wes to do a trial run with CTI by
113 contracting security. Dr. Leigh Jeanotte made this motion, seconded by Barbara Poitra. The
114 board would like a report/update at the August meeting and a written report in September to
115 provide the final update on security. All were in favor. Motion carried.
116

- 117 3. **Presidents Report by Dr. Jim Davis:**

- 118 a. **Foundation of Excellence:** See Appendix D. Dr. Davis reported that he has been discussing for
119 two years and he provided a summary on what the foundation does. The foundation works with
120 retention and graduation rates.
121

122 Wes Davis exits at 7:29 p.m.
123

124 We would train people, they would provide the tool, and the data can be used as part of the self
125 study. We would need approval to use the data. Discussion held. We have people attending the
126 meeting next week. Further discussion held.
127

- 128 b. **Travel Request(s) and Travel Reports:** See Appendix E for travel reports. Dr. Davis is
129 requesting to go on travel on August 9th, 2010 for the Golf Classic (fundraiser) in Bismarck, ND.
130 Chairman Peltier asked for the motion to approve this travel. Carla Peltier made this motion,
131 seconded by Robert Lattergrass. All were in favor. Motion carried. All other travel which is
132 being requested is denied until the dates are set. The board is requesting for Dr. Davis to provide
133 sign in sheets for the Foundation meetings.
134

135 Coreena Patnaude exited at 7:39 p.m.
136

137 **4. Comptrollers Report by Dr. Leonard Dauphinais:**

- 138 c. **IT PO's by Chad Davis:** We have a request for IT equipment. We need a number of updates.
139 Discussion held. To replace the servers the total cost is \$96,467.36; for software applications the
140 total cost is \$35,000; and an additional \$8,000 for Jenzabar updates. The total request is for
141 \$139,467. We have \$128,000 set aside for the upgrades. Discussion held.
142

143 Jim Lindgren exited at 7:50 p.m.

144 John Frederick exited at 7:54 p.m.
145

146 The total request at this time is for \$131,467.76. We will currently remove the \$8,000 request
147 for the Jenzabar updates until we find other funding. Chairman Peltier asked for the motion to
148 approve the IT updates for a total of \$131,467.76. Dr. Leigh Jeanotte made this motion,
149 seconded by Carla Peltier. All were in favor. Motion carried. Chad is to work with Dr.
150 Dauphinais to find that additional \$8,000.
151

152 Carla Peltier would like Dr. Davis to be sure and have staff provide full and accurate reports.
153 Barbara Poitra reiterates Carla's request.
154

- 155 d. **PO's:** We have one PO for the membership fees for AIHEC. The amount of this PO is \$21,245.
156 Chairman Peltier asked for the motion to approve this PO. Barbara Poitra made this motion,
157 seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.
158

159 Ben Chromyj exited at 8:06 p.m.
160

- 161 e. **Other:** None.
162

163 **5. Human Resources Report by Dr. Bill Gourneau:**

- 164 f. **New Hires:** No new hires at this time.
165

- 166 g. **Policy:** We need to set a date to have the next policy review meeting. This is tentatively
167 scheduled for Friday, August 13th, 2010 at 9:00 a.m.
168

- 169 h. **Other:** No report.
170

171 **6. Academic Dean Report by Larry Henry:**

- 172 i. **Nursing Handbook by JoAnne Blue:** JoAnne Blue is the new Nursing Director. JoAnne has
173 been corresponding with the North Dakota Board of Nursing (NDBON) about getting the
174 program running again in the spring. Discussion held. All information for the program needs to
175 be sent to the NDBON by the end of August. The Nursing Handbook needs to be reviewed with
176 Wanda Laducer to be sure it corresponds with the Student Handbook. The Nursing Handbook
177 should be brought back to the next meeting for approval.
178

- 179 j. **Report:** The new catalog is almost ready to be printed. The necessary corrections were made.
180

181 JoAnne Blue and Dave Ripley exited at 8:26 p.m.

182
183 We are planning a tuition increase next year, so we are only making a one year catalog.

184
185 **7. Student Services Report by Wanda Laducer**

- 186 k. **Report:** Wanda is almost completed with the Student Handbook and she is requesting to have a
187 phone vote to approve the handbook by next Monday, August 2, 2010. All changes are
188 highlighted. Discussion held. The locker policy is not included in the handbook since it is not
189 yet created.

190
191 **VII. Other Business**

- 192
193 a. **Student Senate:** Discussion is held about locks for the lockers.

194
195 Robert Lattergrass exited at 8:36 p.m.

196
197 Dr. Davis requested that the Student Senate bring issues to him prior to bringing them to the
198 board. He is not aware of some of the issues and they can be resolved at a lower level.

199
200 Student Senate is inquiring about the smoking policy and a smoke free campus. They were
201 informed that the Student Senate needs to do a survey around campus. Discussion held.

202
203 Chairman Peltier requested to enter into Executive Session at 8:48 p.m.

204
205 Jackie's current contract will continue until a decision is made on contract changes.

206
207 Dr. Davis was asked to be sure to have employees provide documents one week in advance so
208 the board members are able to review them. This includes monthly reports and requests.
209 Possibly limit report time. Staff can prepare written reports which can be sent out in the packets.

210
211 **VIII. Next meeting:** Regular Board meeting: August 23rd, 2010 at 5:00 p.m.; TMCC Board Room

212
213 **IX. Adjournment:** Chairman Peltier asked for the motion to adjourn. Barbara Poitra made this
214 motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried. Meeting adjourned
215 at 9:22 p.m.

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226 **Ronald Peltier, Chairman**



Jaclyn De Los Santos, Board Secretary