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**Turtle Mountain Community College
Quarterly Board of Directors Meeting
June 19, 2010
9:00 a.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, Theresa Rivard, Dwight Trottier, Donna Azure, Coreena Patnaude.

Board of Trustees absent: John Frederick, Yvonne St. Claire, David Brien, Troy DeCoteau, Janice Azure.

TMCC Employees: Jackie De Los Santos, Dr. Jim Davis, Dr. Leonard Dauphinais, Dennis Bercier, Dave Ripley, Larry Henry, Wanda Laducer, Ray Parisien.

Others Present: Edward Robinson

I. Call to Order: Chairman Peltier called the meeting to order at 9:13 a.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 with changes. Dr. Leigh Jeanotte made this motion, seconded by Barbara Poitra. All were in favor. Motion carried.

IV. Approval of Minutes: Chairman Peltier asked for the motion to approve the May 18th, 2010, minutes. The following changes were necessary: add Dr. Davis was absent due to previously scheduled meetings in Washington, DC; line 130 should state: Dr. Bill Gourneau reported the policy changes have been updated and were forwarded to Jackie. Barbara Poitra made the motion to approve the minutes with the corrections, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.

Chairman Peltier asked for the motion to approve the May 29th, 2010 minutes. No changes were necessary. Dr. Leigh Jeanotte made this motion, seconded by Barbara Poitra. All were in favor. Motion carried.

V. Old Business

- 45 a. **Shakopee Tribe Travel by Dr. Jim Davis:** Dr. Davis reported about the meetings which were
46 held with the Shakopee Tribe. He was attempting to get additional funding for IT and
47 Infrastructure. Currently working on the application for the amount of \$500,000. Discussion
48 held.
49
- 50 b. **Bonus PO's by Dr. Leonard Dauphinais:** This item is tabled until the cost to the College
51 policy review is completed.
52
- 53 c. **Fiscal Policies by Dr. Leonard Dauphinais:** This item is tabled until the current policy review
54 is completed.
55
- 56 d. **Organizational Chart by Dr. Jim Davis:** This item is based on filling the Vice President
57 position. Once the decision is made on the position, the organizational chart will be updated.
58
- 59 e. **Trading Post Time Line & Update by Dennis Bercier, presented by Dr. Jim Davis:** We
60 received feedback from the USDA in Bismarck. They have questions regarding the change of
61 scope. P2P is requesting the \$42,800 back due to the extended time frame. They also issued a
62 letter stating that they will issue another check if the scope change is approved. Discussion held.
63 If P2P doesn't give the money back, Dr. Davis will recommend to the board to drop the project
64 and send all money back. We should have the answer by next week.

65
66 Jim Lindgren entered at 9:30 a.m.
67

- 68 f. **Parking Lot Project Update by Dennis Bercier, presented by Dr. Jim Davis:** We had
69 \$150,000 for the parking lot project, but bids are currently about \$100,000 over bid. We applied
70 for additional funding, but the process may take about three months. We will rebid the project in
71 the Spring of 2011. Discussion held.
72
- 73 g. **Health Cluster Project Update by Dennis Bercier & Dave Ripley:** See Appendix A & B.
74 Munro Construction is asking for an extension from September to November on the project. The
75 reasons are due to a loss of 6 days in the beginning, rain has shut down construction, and the
76 building was not emptied from equipment. There may also be change orders at a later date.
77

78 Dave Ripley entered at 9:47 a.m.
79

80 Discussion held on project. It has been recommended to encourage the contractors to work
81 overtime to complete the project by September. Chairman Peltier requested to have a meeting
82 with the contractors to discuss the request. Dennis Bercier recommended not making any
83 decisions at this time since the information being presented is only to update the board and keep
84 them informed. No change order has been requested at this time.
85

86 Robert Lattergrass entered at 10:06 a.m.
87

88 **e. continued** Further discussion is held about the Trading Post project. If P2P doesn't give the
89 money back, the college will have to pay their portion. We would need to write a letter to
90 propose getting the money back. We need to set deadlines. Dennis Bercier was asked for his

91 recommendation on the project. Dennis stated that he would recommend dropping the project
92 due to the extended time frame, and there is no guarantee that we would receive the money back
93 from P2P.

94
95 Robert Lattergrass made the motion to drop the Trading Post project based upon the extended
96 time frame and the letter received from P2P and the USDA. Discussion held. Barbara Poitra
97 seconded the motion. Further discussion was held. All were in favor. Motion carried.
98

99 **h. Vice President Position by Dr. Jim Davis:** This item is tabled until the budget review. This
100 can be discussed under new business FY 2011 Budget.

101
102 **i. Coaching Positions by Dr. Jim Davis:** We have been advertising for men and women's
103 coaching positions. We have been taking applications and interviewing. See appendix C and D.
104 Discussion held. Dr. Davis provided the applications which were received by the board
105 members. Carla Peltier asked for clarification as to why the applications all have different job
106 requests. A lengthy discussion was held.

107
108 Dave Ripley exited at 10:53 a.m.

109
110 If this position was intended to advertise for the Athletic Director along with the coaches'
111 positions, it should be advertised as such. Discussion held.

112
113 Ray Parisien and Edward Robinson entered at 11:04 a.m.

114
115 Chairman Peltier welcomed Edward Robinson and Ray Parisien. Edward was inquiring about
116 the Athletic Director position. Edward introduced himself and gave his background to the board.

117
118 Chairman Peltier thanked Edward for coming to the meeting and for his background information.

119
120 Ray Parisien and Edward Robinson exited at 11:47 a.m.

121
122
123 **VI. New Business**

124 **1. Travel to AIHEC Summer Retreat by Ronald Peltier:** Chairman Peltier is requesting travel
125 approval for 3 board members. We will come back to this area.

126
127 **2. Presidents Report by Dr. Jim Davis:**

128
129 **a. Quarterly Report:** See Appendix G. Dr. Davis provided information which was in his quarterly
130 report.

131
132 Chairman Peltier requested to break for lunch at 12:00 p.m.

133 Reconvene at 12:29 p.m.

134
135 **1. Travel to AIHEC continued:** Barbara Poitra, Robert Lattergrass, Ronald Peltier would like
136 to travel to Montana for the Board of Directors summer retreat. Chairman Peltier asked for a

137 motion to approve the travel for the Board of Directors. Barbara Poitra made this motion,
138 seconded by Robert Lattergrass. All were in favor. Motion carried.
139

- 140 **b. Infrastructure Master Plan presented by Dennis Bercier:** We are working on a \$50,000
141 grant for master planning for infrastructure. We would use this to identify areas for useable
142 construction sites and have a model created. Discussion held. The master plan would need to
143 include all of TMCC's campuses.
144

145 Theresa Rivard exited at 12:57 p.m.
146

147 The application will be submitted next week. The board would like to be sure that Anishinaube
148 and the South Campus are included in these plans.
149

- 150 **c. FY 2011 Budget:** See Appendix I. Dr. Leonard Dauphinais explained the budget in depth. He
151 is also requesting to have three 120 day contracts approved for positions which have been
152 removed from the budget. A lengthy discussion was held. It has been determined that the
153 electricity cost is high due to loss of dual heat throughout the College. Rates increased because
154 of this reason. Need to review the agreements from Ottertail in reference to the Wind Turbine.
155

156 We need approval to go into the reserves for \$1,206,815 to cover expenses over the current
157 revenues. We may have other potential income coming in and may not need to take that amount
158 from the reserves, but in the case we do not receive it, the board has to approve the current
159 deficit amount. Chairman Peltier asked for the motion to approve going into the reserves for
160 \$1,206,815. Carla Peltier made this motion, seconded by Barbara Poitra. Discussion was held.
161 Robert Lattergrass would like reports to show a breakdown of current budgets. All were in
162 favor. Motion carried.
163

164 Dr. Dauphinais is also requesting to have the following 120 day contracts approved:

- 165 1. Facilities for the South Campus for 4-6 hours per day.
- 166 2. Full-time facilities.
- 167 3. IT personnel.

168 Chairman Peltier asked for the motion to approve the three 120 day contracts. Barbara Poitra
169 made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.
170

171 Dr. Davis informed the board that by approving the budget as is does not include the Vice
172 President, Sponsored Programs Officer, and IT positions. Discussion held. The board is not sure
173 that the budget should be approved based on the negative revenue. Discussion held
174

175 Chairman Peltier would like a report about the Foundation from Anna Sarcia at the next meeting.
176

- 177 **d. Directors, Trustees, Tribal Council Training (HLC):** The plan that was submitted to the HLC
178 informed this agency that the board members would receive this training. The meetings will be
179 on the 24th for the Board of Trustees and the Tribal Council, and the 25th will be for the Board of
180 Directors.
181

- e. **Department of Labor Report on 2 Projects:** Larry Henry reported that Youth Build and the Allied Health program just had a visit, which had very good results. There were a few minor discrepancies that needed to be fixed and we received some technical assistance with the program. Discussion held. We need to update our time and attendance reporting to be satisfactory to the auditors.
- f. **TMCC Logo and College Colors:** This was presented by Student Senate. We are interested in making our current sports logo official. We found that it is being used without board approval. The Student Senate asked the board if they were interested in changing the colors. Discussion held. Chairman Peltier asked for the motion to officially adopt the name “Mighty Mikinocks” as the official name for sports activities and to advertise for the official college seal to the public for a contest with a \$500 prize to the winner. Have the artists in the community incorporate the school colors, which are Royal Blue and White. Robert Lattergrass made this motion, seconded by Barbara Poitra. All were in favor. Motion carried.
- g. **Travel Requests:** No travel requests at this time. May have requests at a later date.
- h. **Travel Reports:** See Appendix H.

3. **Comptrollers Report by Dr. Leonard Dauphinais:**

- i. **PO's:**
 - 1) PO for P2P to return the money. The amount is for \$42,800. Chairman Peltier asked for the motion to approve this PO. Dr. Leigh Jeanotte made this motion, seconded by Barbara Poitra. All were in favor. Motion carried.
 - 2) Teacher Education Department is requesting approval for 22 notebook PC's, with 22 maintenance agreements, 22 cases, and warranty on each notebook. The amount of the PO is for \$22,308. Chairman Peltier asked for the motion to approve this PO. Dr. Leigh Jeanotte made this motion, seconded by Carla Peltier. All were in favor. Motion carried.
 - 3) Title III has a PO to make the first payment to Munro Construction. The amount of the PO is \$80,676. Chairman Peltier asked for the motion to approve this PO. Barbara Poitra made this motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.
- j. **Other:** We need to get approval to write off the unpaid tuition in the amount of \$363,696.42. This is not the official amount, since we are still waiting for some tuition to be credited. Discussion held. We need to possibly consider invoicing the students to attempt to get some payments. Chairman Peltier asked for the motion to approve writing off \$363,696.42 to bad debts due to uncollected tuition. Carla Peltier made this motion, seconded by Barbara Poitra. All were in favor. Motion carried.

4. **Human Resources Report by Dr. Bill Gourneau:**

- k. **New Hires:** No new hires at this time.

- l. **Other:** No report.

5. **Academic Dean Report by Larry Henry:**

- 228 m. **Report:** We are proposing a one year catalog rather than a two year catalog due to some
229 changes that will need to be made in the next catalog. See Appendix J & K. The academic
230 calendar is also for one year. We were informed by the HLC that program approvals are
231 currently placed on hold until governance issues are resolved. The fall schedule is getting
232 finalized. Discussion held.
233

234 **6. Student Services Report by Wanda Laducer**

- 235
236 n. **Report:** We have 367 students enrolled for the summer semester. We now have year round Pell
237 that students are eligible for if they qualify. It has been determined that we need to adjust the fee
238 during the summer based on how many credits students are taking. We are currently only
239 charging \$500 to all students and some students are taking 12 or more credits and paying the
240 same as the students who are taking 6 credits. This needs to be changed for next year. We are
241 closing all of the financial aid programs by June 30th. We will need the Student Handbook
242 approved at the August meeting. Wanda informed the board that if the Early Childhood program
243 is not approved, the students also will not receive funding. Upward Bound has the summer
244 program going along with the weekend academies.
245

246 Dr. Leigh Jeanotte is interested in finding out where the retention data comes from. Wanda
247 informed Dr. Jeanotte that Jackie De Los Santos is the Retention Technician. Dr. Jeanotte would
248 like to see the retention data. Jackie informed Dr. Jeanotte that once the data is correct, she will
249 provide it to Wanda.
250

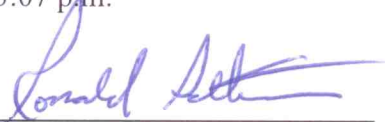
251 **VII. Other Business**

- 252
253 a. **Student Senate:** We received picnic tables from Building Trades, and they will be placed
254 outside the Student Union on the terrace. We are also looking at placing a permanent fire pit
255 outside the Student Union based on guidelines.
256

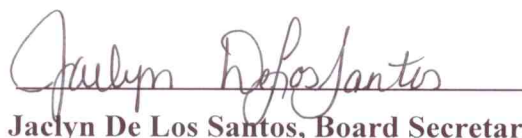
- 257 **VIII. Next meeting:** Board Training: June 25th, 2010 from 9:00 a.m. to 12:00 p.m.; TMCC
258 Board Room
259 Regular Board meeting: July 26th, 2010 at 5:00 p.m.; TMCC Board Room
260

261 Dr. Davis would like to provide a recommendation to possibly re-structure and update the
262 organizational chart and leave it open for changes. Discussion held. Dr. Davis has been
263 informed to notify the applicants that the position is not being filled until next year. Keep the
264 Vice President Position on the agenda until we determine if there is available funding.
265
266

- 267 **IX. Adjournment:** Chairman Peltier asked for the motion to adjourn. Barbara Poitra made this
268 motion, seconded by Carla Peltier. All were in favor. Motion carried. Meeting adjourned at
269 3:07 p.m.
270

271 
272

273 **Ronald Peltier, Chairman**

271 
272

Jaclyn De Los Santos, Board Secretary