

Location: Leech Lake Tribal College, Drum

🏠 Room

📅 Date: June 18, 2019

🕒 Time: 5:00-7:00 pm

## Meeting Agenda

### I. Invocation (15 mins)

Mike-Elder

### II. Roll call (2 mins)

Rebecca Graves

Rebecca Graves (Acting Chair), Shelly Pemberton (Treasurer), Veronica Veaux (Secretary), Alicia Bowstring, Jennifer Cross (via telecommunications), Mike Smith (Elder), Gary Charwood, Arnold Dahl-Wooley

Absent: Donna Cloud (excused – travel)

Staff Present: Ray Burns, Cindy Jackson Kingbird, Michelle Saboo, Genny Lowry, Kris Kolkin, Linda Goggeye, Vikki Howard, Steve Smith

Visitor: Pat Broker

### III. Call Meeting to Order

5:16pm

### IV. Action Items (30 mins)

Chair

#### a) Approve Agenda (2 mins)

Veronica motions to approve agenda, Alicia seconds. Motion carries, 6/0/0

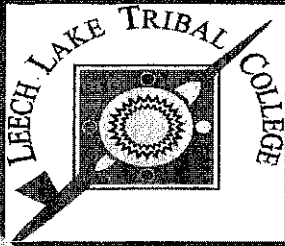
#### b) Approve Meeting Minutes (3 mins)

4/16/19 Regular – Clarifications made from Cindy regarding: HR Report incorrect coding of the way payments were made. The broker is helping to get this resolved. This was found in 2019, not 2016.

5/13/19 Special – Change: Legal Review, vote was 6/0/0

Alicia motions to approve meeting minutes, Veronica seconds. Motion carries, 6/0/0.

#### c) Monthly Report for April and May 2019 (10 mins)



Location: Leech Lake Tribal College, Drum Room

🏠  
📅  
🕒

Date: June 18, 2019

Time: 5:00-7:00 pm

President (submitted)

DAIR (submitted)

Registrar (submitted)

Financial Aid (submitted)

Finance statements (submitted)

Book Store/Print Shop (submitted)

Operations (submitted)

IT (submitted)

Academics (submitted)

Arts & Humanity (submitted)

STEM (submitted)

CTE (submitted)

Library (submitted)

Institutional Admin (submitted)

Wellness (submitted)

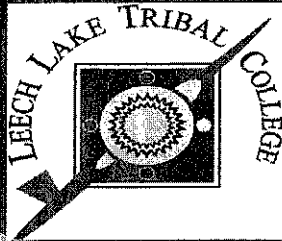
Law Enforcement (submitted)

Student Services ( not submitted)

Human Resources (submitted)

Veronica motions to approve April and May monthly reports, Alicia seconds. Motion carries 6/0/0.

d) USDA Equipment Grant (submitted June 12) (5 mins)



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Jennifer motions to approve, Veronica seconds. Motion carries, 6/0/0

- e) Drum Room Upgrade (submitted June 11) (5 mins)

Coming out of Title III grant.

Veronica motions to approve, Alicia seconds. Motion carries, 6/0/0

- f) Diploma signature

Alicia motions, Veronica seconds. Motion carries, 6/0/0.

- g) Budget for 2019-20

Question: Concern about the amount allocated for graduation; if it is more than what is budgeted, how will the budget be adjusted? Genny says anything that more than a \$5000 difference will be approved by the board.

Veronica motions to approve the budget, Alicia seconds. Motion carries, 6/0/0.

## V. Updates (10 mins)

Chair

Dormitories Update (5 mins)

Ray is on the agenda for next week's LLBO RBC meeting. He will be questioning the intent of the Palace Casino.

BOT Manual Update (5 mins)

Table until board retreat after update to correct the contradictions between the charter and the bylaws.

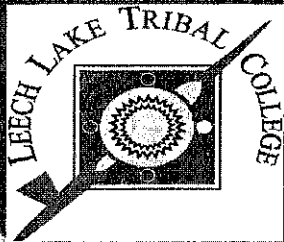
## VI. Discussion Items (60 mins)

Chair

Shelly, Arnold, and Gary address LLTC employees, as they are stepping down from their positions. Thanking them for their support and their hard work and dedication to LLTC.

- a) HLC Report (15 mins)

Arnold – quorums on the HLC report. He states that according to the bylaws that there were quorums in the meetings in question. Gary agrees, he said there might have been a time or two that there was not a quorum, but no business was conducted.



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Shelly – request for Ray to provide update and is the college allowed to submit a rebuttal?

Ray – we are allowed to give a response. He anticipates that this should come out as early as next week, possibly later. Generally, the team goes back through and reviews the report (final draft) before it is submitted.

Shelly – question about process.

Ray – the HLC will send the response to the college. Uniqueness of situation, unclear if HLC will provide sanction or if it will be determined at the Institutional Action Council. Met requirements of last report. Possibly different type of probation. Cannot be on probation for two findings in a row. Ray believes the board will recommend a higher sanction than probation. He does not believe they will allow to continue probation.

Becky – what is the timing of the rebuttal? Finding and then rebuttal.

Ray – has spoken with Karen Solomon several times. Officially, she has not said anything. She unofficially believes there will be a higher sanction. She has indicated that there is a possibility to flip probations. She suggests we plan that we are brought up for show cause. The HLC sets the team, but if there is a conflict of interest, we can let them know.

Shelly – peer review teams?

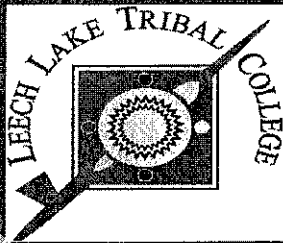
Ray – 25 tribal college members that are peer reviewers. Overall, there are 275 peer reviewers. In general, they try to have a tribal college member on the team; they try to have members with experience visiting tribal colleges.

Arnold – are we prepared for the August meeting?

Ray – yes, from the college side. With the new DAIR person, we are on the right track. The strategic plan is in its second month. They are waiting for board input. Want to have strategic plan in place when fall semester begins, possibly by January.

Becky – community input?





Location: Leech Lake Tribal College, Drum



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Ray – will begin having community meetings on a monthly basis, at a minimum. With the new DAIR position, we will start surveying community. Will have forms at Leech Lake Days next weekend. Strategic plan subcommittee is supposed to be meeting on this.

Becky – request meeting minutes that were sent to the visit. Shelly says that Paula provided them with copies; we are asking for these copies. Comment regarding 7/31 (8/1) meeting. The site team stated that the board was inserting itself into personnel decisions, however, the board did not take any action at this meeting. Organizational chart – reasons these were tabled. Program review, measure learning, retention measurements, program reviews (Criterion 4) – will the action plans be shared with the board. 5B – BOT will review bylaws and charter to ensure that they match, absences (define excused v. unexcused), determine who represents which positions; the board will discuss next month. Question for Ray: last paragraph clarification.

Shelly – request that strategic plan be tied to reports. Becky and Veronica have repeatedly question how the strategic plan was tied to certain issues.

Ray – Karen's primary concern is that this is historically something that the board has been found. Not based on this year, there is a continued history. Advice was to give as much training as possible for the board.

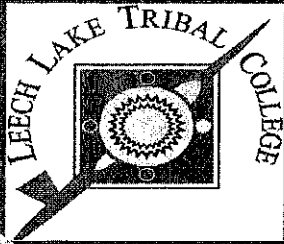
Gary – strategic planning and board retreat. LLTC needs to go to all the LIEC meetings. Fill the seats with people who will help drive changes that need to happen and overcome where we are at, there are a lot of good people out there.

Becky – there is a lot of work to be done. Request again for GANTT charts, progress reports, and who is assigned to each area. As we planned previously, we need to ensure that we can be accountable.

b) Live Stream Regular Meetings (5 mins)

Discussion. Perhaps wait until additional training, might provide a greater sense of transparency. Recommendation if it is live streamed, they should be recorded and maintained.

c) Board Conduct (5 mins)



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🏠  
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The BOT needs to work on and address within self. Be on time, be respectful, and we should discuss at the board retreat. Perhaps bring in an outside trainer. Cell phone etiquette. Encourage better relations with President and staff, also.

d) New Board Member Announcement and Who We are Seeking (15 mins)

Required to fill three vacancies: need another member with a Bachelor's degree, someone from District I, someone older than 55 (preferably spiritual), and someone from higher education community or business community, and two need to live on the reservation. Will be posted Thursday, June 20 through Sunday, July 21.

e) Strategic Plan (5 mins)

Committees need to be formed and deducted. Strategic plan will fall under Strategic Planning Committee. Suggestion to have rotating committee structures. Provide a document that everyone understands the roles of each committee.

f) Board Retreat (5 mins)

Three days historically. Board members need 8 hours of training every year and new board members need training within their first 90 days; suggest training after new board members are selected and seated. Board trainings to include Robert's Rules; some trainers include His Horses Thunder, Cynthia Lindquist, and others can provide training. Suggest off-site to include board bonding time. Before the end of summer.

g) Onboarding for Board Members (5 mins)

Reminder that training needs to be done in the first 90-days. This goes in line with the board manual. Documentation of training, to help provide evidence.

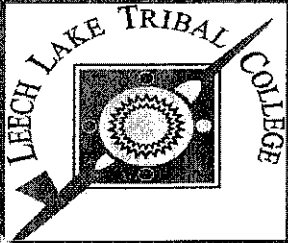
## VII. Action Item

a) Approve BOT Resignations (5 mins)

Arnold Dahl Wooley- Board Chair

Shelly Pemberton-Treasurer





Location: Leech Lake Tribal College, Drum  
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Gary Charwood-Member

Veronica motions to accept BOT resignations, Arnold seconds. Motion carries, 5/1/0.

#### VIII. Next Meeting Place/Time

July 26, 2019 LLTC Drum Room 5:00-7:00

Ray will be on travel, he will remote in for the meeting.

#### IX. Executive Session (30-60 mins)

7:18pm – 8:17pm

Executive Committee positions – Chair, Vice Chair, Secretary, Treasurer, Spiritual Advisor

Veronica nominates Becky for Chair position. Jennifer nominates Alicia. No other nominations.

Votes submitted to Ray. Chair position to Becky –3 votes Alicia – 1 vote.

Vice Chair, Treasurer, and Spiritual Advisor remain vacant.

#### X. Adjourn

8:18pm Alicia motions to adjourn, Jennifer seconds. Motion carries, 3/0/0.

Veronica Veaux  
LLTC Board Secretary



