Regular Meeting Minutes

I. Subcommittees will meet from 5:00-5:30 p.m.
   
   i) Executive & Finance Committee
   ii) Policy & Strategic Planning Committee

II. Invocation (5 mins) Vikki Howard

III. Meeting called to order Chairperson Graves

IV. Roll call (2 mins)

   Rebecca Graves-Chair
   Camille Naslund-Vice Chair
   Jennifer Cross-Secretary
   Vicki White-Treasurer
   Alicia Bowstring Member
   Veronica Veaux-Member
   Gerald White-Member
   Mike Smith-Elder
   Donna Cloud-Elder

   Staff in attendance:

V. Action Items (25 mins) Chairperson Graves

   a) Take action on Agenda (2 mins)
   b) Take action on Meeting Minutes (5 mins)

5/18/2020 Regular
c) Take action on Budget for 2020-2021 (5 mins)

d) Take action on BIE Application (3 mins)

e) Take action on USDA Equipment Grant 14 Board Resolution (3 mins)

f) Take action on signing Diplomas (2 mins)

g) Take action on President Burn’s Communication Plan

h) Take action on the Leech Lake Tribal College’s proposed Strategic Plan

i) Take action on Monthly Reports for May 2020 (5 mins)

i) President (submitted)

(a) Need a revised President Communication Plan

(b) Where is LLTC Preparedness Plan and PPM for COVID-19 and when will it be given to the BOT? That PPM should include all people you have on campus from staff to students and plans what is considered a hot spot and possibly even signed agreements that people are aware of the risks. What are the plans for the students when they return?

(c) The College President needs to provide an updated COVID-19 Response Plan. The latest version is for spring semester 2020.

(d) During the May 2020 LLTC BOT meeting, the College President indicated that the final draft of the strategic plan would be completed by June 1st. As of today's date, the Board has not received a copy. Please send a copy of such plan immediately for Board review.

(e) BIE ISC Report: The FTE count for last year was 262.25, but the eligible ISC is 132.13. Can you explain why the “eligible ISC” is half? Why have there not been any CEU credits? Are there plans for increasing the number of CEU courses, seminars, workshops?

(f) Budget: how will students be informed that we are raising tuition?
ii) Academies (submitted)

(a) What are the recruiting efforts during the COVID-19 pandemic? Specifically, please describe the recruiting efforts for summer session and the upcoming fall semester.

iii) Student Services (submitted)

(a) Strategic Plan and presentation to the BOT? It needs to be to the BOT a specific # of days before the meeting.

(b) Also where are the plans for when students return to campus?

(c) Please provide an update regarding the graduation ceremony. How will the ceremony be conducted? The Board was advised that a formal graduation ceremony will occur late summer or early fall; however, the Board has not received any specifics to date.

(d) Summer session began on June 1st. Please provide a student count. This should be part of the report every month.

(e) During the May 2020 LLTC BOT meeting, the College President indicated that the final draft of the strategic plan would be completed by June 1st. As of today's date, the Board has not received a copy. Please send a copy of such plan immediately for Board review.

(f) What are the recruiting efforts during the COVID-19 pandemic? Specifically, please describe the recruiting efforts for summer session and the upcoming fall semester.

iv) Operations (submitted)

v) DAIR (submitted late)

vi) Finance (submitted)

(a) Need the final budget and BIE report that needed to be signed but was incomplete

(b) Budget: When will graduation and powwow be added to the budget? Professional development (training) is one of the pillars in the strategic plan – how are we going to address this when there is not any monies allocated for this expenditure? Which grant/revenue source covers the BOT budget?
vii) **Human Resources (not submitted)**

(a) No report received and this has been discussed for several months

VI. **HLC Criterion Reporting (10 mins)**

a) DAIR

b) Academic Dean

VII. **Discussion Items (40 mins)**

a) Strategic Plan presentation to the BOT (10 mins)

b) Rays Plan for Communication (10 mins)

c) Self-Assessment for BOT, areas to work and plan (5 mins)

d) Update on Coronavirus Steps and Action Plan (5 mins)

e) Update on graduation (5 mins)

f) Subcommittees Report Outs (5 mins)

   i) Executive & Finance Committee

   ii) Policy & Strategic Planning Committee

VIII. **Executive Session**

IX. **Next Meeting Place/Time (3 mins)**

X. **Adjourn**

Jennifer Cross, Secretary