

SAGINAW CHIPPEWA TRIBAL COLLEGE

Board of Regents

Regular Meeting

September 21, 2005

1:00pm – 3:30pm

MINUTES

Call to Order. Regent Gould called the meeting to order at 1:18pm.

Roll Call. Regent Gould called the roll call.

Members Present:

Harold Gould, Vice Chairperson

Donna Budnick, Treasurer

Damian Fisher, Member

David Charles, Member

Karen Radell, *ex officio*

Members Absent:

Paul Johnson, Chairperson

Angela Osterman, Secretary

Staff and Faculty:

Carla Sineway,

Katy Denheeten

Laura Gregg

Amanda George-Dye

A QUORUM WAS ESTABLISHED

Approval of Agenda.

MOTION: Regent Charles made the motion to approve the agenda.

SECOND: Regent Fisher seconded the motion.

OUTCOME: motion carried.

Approval of Minutes. The Board unanimously approved the Minutes from 8/17/ 05.

MOTION: Regent Budnick made motion to approve 8/05 minutes with additions.

SECOND: Regent Fisher seconded the motion.

OUTCOME: motion carried.

Verbal Communications. No verbal communications to the Board.

Written Communications. White Earth Community College sent a thank you to the College for our assistance on various information which was requested.

Special Reports

President's Reports. Karen updated to the Board staff meetings, goals of the College and the staff; upcoming activities for the College; and has been in contact with CMU for displays to create here at the College. She has been working with the strategic planning; budgets and has met the Tribal Council at the last meeting. She reported that the strategic planning workshop took place on 9/12-13/05 and is continuing the process and working on the report. Also, student orientation took place with the diabetes grant funding the lunch. Enrollment has also increased to 128 students.

She also informed the Board of upcoming travel to AIHEC and the AICF Flame of Hope Gala. Regent Budnick believed that through previous discussion that the Board should get more involved with AIHEC, etc. and that the Board's presence would be a good idea. She feels a representative(s) should attend these meetings with the President. The next AIHEC trip is October 3-5, 2005 in Denver, CO. Regents Fisher and Charles agreed to attend this meeting.

Also, the Flame of Hope Gala was mentioned and through previous discussion the College purchased a table with extra revenue which needed to be spent and President Radell asked the Board if they would like to attend. This event takes place on November 10, 2005 in New York City and is sponsored by the American Indian College Fund. Regent Gould and his wife would attend, President Radell and Amanda George-Dye, on behalf of the College would attend, and Angela Osterman and her husband would attend. Any remaining tickets would be offered to the Tribal Council.

MOTION: Regent Fisher moved to approve these travels to the above mentioned events as well as have at least 1 representative from the Board at future events.

SECOND: Regent Charles seconded the motion.

OUTCOME: The motion was agreed to unanimously.

Budget Update. President Radell and Dean Sineway presented to the Board a modification request for new furniture as well as a server for the College. Discussion on the server and its affects on the College as well as IT's recommendation for this took place. Regent Budnick said that the College should get the server now and ask Tribal Council on directives for IT and College to produce a masterplan regarding the system here at the College.

MOTION: Regent Budnick moved to approve the requests for budget modification to purchase the furniture and a server for the Tribal College.

SECOND: Regent Fisher seconded the motion.

OUTCOME: 3 for, 1 abstain (Regent Charles), motion carried.

Grants Update. Katy Denheeten announced to the Board that the College received the Library Enhancement Grant. It was announced on 9/20/05. This grant is for the College to establish library and resource extension. The end of the NSF grant is near and the staff

is working on zeroing out funding. Though the deadline for the next phase of funding has been extended until April 2006, staff will continue to finish this grant at the date originally established. The Diabetes grant will be through in December 2005. The staff is wrapping up grants funding, etc. There is no current activity on the Equity I grant and President Radell is working on a contract for Cheryl Calhoun to continue services under this second phase. Barbara Brown began working 25 hours per week under this grant and she is working on extending the Learning Resource Center/Library at the College.
Informational only.

Self Study Update. Laura Gregg updated the Board on the Self Study and its progress. She mentioned that there have been computer lab issues and that there are two classes in the new lab. She also provided an updated calendar to the Board. Regent Budnick expressed to the Board that they will have to start considering long term space issues and evaluation of the current facilities. **Informational only.**

BIA Endowment. Carla Sineway took care of all the initiatives to get this account established. The college is waiting on Chairperson Johnson's signature to sign the final draft by next Wednesday, but if not, she will contact the Board to have Regent Gould sign. **Informational only.**

Wage Study Update. President Radell and Dean Sineway has updated the Board that after communication with Human Resource, they were told that they have been using the 2002 wage study that was completed and approved. The Board expressed concern has they insist that it has not been approved. The Board already gave direction regarding the wage study earlier this year and has already received approval. The Board gave directions for President Radell to get the minutes when the Board and Tribal Council specifically met on the wage study and to reschedule a meeting with Human Resource after getting Council approval and direction. Dean Sineway has been directed by the Board to contact Laura Zurawski to get directive.

MOTION: Regent Budnick made the motion that it has been brought to the Board's attention that there's conflict on involvement with Human Resources and the wage study and President Radell and Dean Sineway should meet with Human Resources on the wage study and that they meet with Tribal Council and the Board to show interest with the wage scale.

SECOND: Regent Charles seconded the motion

ACTION: Motion carried unanimously.

New Business. Human Resource Consultant to the College. President Radell introduced Susan Lorton, the new HR Consultant at the College. During the interview process earlier this month conducted by President Radell, Dean Sineway, Regent Fisher and Katy Denheeten, and after interviewing both Susan Lorton and Jerry Fribley, the interviewers hired Susan Lorton. Ms. Lorton did a brief overview of her work history. She is familiar with the accreditation process for colleges as she previously had worked. She explained to the Board any options or variations to the proposed manual and needed feedback regarding any suggestions. After discussion it was decided that the Board will

review materials first to make sure it meets NCA requirements and to look into the "Indian Preference" area of manuals.

The Board would look at options and to hire a possible fulltime/parttime individual to serve as the college HR person. After a brief discussion, the Board decided that to President Radell get notice out on HR Consultant and to have Paul as a contact person to give President Radell any questions or concerns while this manual is being completed. The Board would like an outline complete by the 10/19/05 meeting and the manual complete by December 2005. **Informational only.**

There being no other information, it was moved to schedule the next regular meeting on October 19, 2005 and to adjourn the meeting.

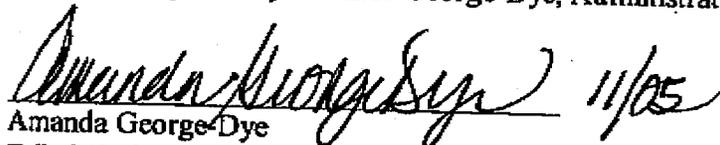
MOTION: Regent Budnick made the motion to adjourn the regular session.

SECOND: Regent Charles seconded the motion.

OUTCOME: motion carried.

Meeting was adjourned at 3:47pm.

Minutes completed by Amanda George-Dye, Administrative Ass't. III

 11/05
Amanda George-Dye
Tribal College

Minutes: October 20, 2005

SCTC Board of Regents
Regular Session
October 20, 2005
11:00 am – 5:00 pm

MINUTES

Executive Session. Board of Regents Chairperson Johnson called the Executive Session to order, including Roll Call. David Charles arriving at 11:30 am. Board of Regents met with Susan Lorton, who is the consultant working on the Human Resource Manual

Call to Order. Board of Regents Chairperson Johnson called the Regular Session to order at 1:30 pm

Roll Call. Chairperson Paul Johnson called the roll.

Members Present:

Paul Johnson, Chairperson
Harold Gould, Vice Chairperson
Donna Budnick, Treasurer
Angela Osterman, Secretary
Damian Fisher, out at 2:05 pm
Karen Radell, Acting *ex officio*

Members Absent:

David Charles

Staff and Faculty

Laura Gregg

A QUORUM WAS ESTABLISHED

Approval of Agenda. There was not a motion

Approval of minutes. September 21, 2005 Regular Meeting Minutes.

MOTION: Regent Osterman moved to approve the September 21, 2005 Regular Meeting Minutes with amendments

SECOND: Regent Fisher seconded the motion

OUTCOME: The motion was agreed to unanimously

Verbal Communications. No verbal communications to the Board

Written Communications. The invitation to the Flame of Hope Gala in New York was presented

Minutes: October 20, 2005

Special Reports. No special reports were presented to the Board

President's Activity Report. President Radell attended the AIHEC Presidents Meeting in Denver with Regents Charles and Fisher. President Radell attended the Tribal College Journal advisory board meeting. President Radell attended an IT meeting concerning problems in the computer lab. Dr. Laretta Henderson of CMU made a presentation to the College about children's and young adult books by and about Native Americans. The College staff met with several individuals to discuss the possibility of setting up a 2 + 2 program with MSU. A Self-Study meeting took place. And, staff and faculty participated in a Noel-Levitz Web Conference. *Informational*

President's Personnel Report. *Informational*

President's Financial Report. Board requests that President Radell get the close-outs for fiscal year 2005

MOTION: Regent Gould moved to adopt the President's Activity Report and the Personnel Report for September-October 2005

SECOND: Regent Budnick seconded the motion

OUTCOME: The motion was agreed to unanimously

Grants Update. Presented by President Radell for Katy denHeeten
Informational – No action taken

Self-Study Update. Presented by Laura Gregg. Regent Budnick requests rough drafts of the self study as it is being completed. And, Regent Budnick requests a copy of the team diagram, which is based upon the criteria of the site visit
Informational – No action taken

Wage Study. The current Wage Study was not implemented due to the lack of funding it. Chairperson Johnson states that it is not necessary to skew down the results. And, Chairperson Johnson requests President Radell to present a plan to the Board in order to bring everyone even on the Wage Scale
Informational – No action taken

Endowment Account at National City Bank. The account has been set up

Dean Carla Sineway's Evaluation. Chairperson Johnson will schedule a meeting with Dean Sineway and President Radell

Remarks. None given

Miscellaneous Items. Regent Osterman is unable to attend the Flame of Hope Gala in New York. Bonuses will be given to staff based on the schedule that the Board of Regents has previously approved

