UNITED TRIBES TECHNICAL COLLEGE

United Tribes Technical College (UTTC)
Board of Directors (BOD) Meeting
Bismarck, ND 58504
November 5, 2021 @ 8:56 a.m.
Spirit Lake Casino & Resort Walking Eagle Ballroom and
ZOOM Teleconference Meeting

Board Members Present:

1. Jamie Azure, Chair, Turtle Mt. Band of Chippewa Indians (TMBCI), UTTC BOD *Chair*
2. Chad Counts, Councilman, TMBCI, UTTC BOD
3. Mark Fox, Chair, Three Affiliated Tribes (TAT), UTTC BOD *via zoom*
4. Douglas P. Yankton, Chair, Spirit Lake Tribe (SLT), UTTC BOD *Secretary*
5. ReNa Lohnes, Councilwoman, SLT, UTTC BOD
6. Delbert Hopkins, Chair, Sisseton Wahpeton Sioux Tribe (SWST), UTTC BOD *Vice-Chair*
7. Louie Johnson, Councilman, SWST, UTTC BOD

Not Present:

1. Mervin Packineau, Councilman, TAT, UTTC BOD *Treasurer*
2. Standing Rock Sioux Tribe Chairman
3. Standing Rock Sioux Tribe Councilman

Others Present:

1. Dr. Leander R. McDonald, President
2. Courtney Lawrence, Executive Assistant to the President
3. Garrett Ludwig, Kelsch, Ruff, Kranda, Nagle & Ludwig Law Firm *via zoom*
4. Brent Kleinjan, College Relations Director *via zoom*
5. Katina DeCoteau, Chief Finance Officer *via zoom*
6. Rae Gunn, Human Resources Director *via zoom*
7. Cynthia Lindquist, President, Candeska Cikana Community College (CCCC)

I. **INVOCATION:** President Lindquist provided the invocation.

II. **CALL TO ORDER:** Chairman Jamie Azure called the meeting to order at 8:56 a.m. Roll call was taken, and a quorum was present.

III. **APPROVAL OF AGENDA**
Motion #1 by Director Chad Counts, seconded by Director ReNa Lohnes to approve the agenda adding appointee for Secretary until the Annual Meeting in February 2022. Motion passed by unanimous decision by all present.

IV. **APPROVAL OF MINUTES**

October 1, 2021 UTTC Board Meeting minutes.

Motion #2 by Director Louie Johnson, seconded by Director Delbert Hopkins, to approve the minutes of October 1, 2021. Motion passed by unanimous decision by all present.

V. **CONSENT AGENDA**

All directors and division reports submitted: Academic Affairs, Campus Services, Human Resources, Facilities, and Safety & Security.

Motion #3 by Director Doug Yankton seconded by Director Chad Counts, to approve the Consent Agenda. Motion passed by unanimous decision by all present.

VI. **PRESIDENT'S REPORT**

President McDonald presented his report and highlighted the main events.

Motion #4 by Director Delbert Hopkins, seconded by Director ReNa Lohnes to approve the President's Report as presented. Motion passed by unanimous decision by all present.

FINANCE REPORT

Katina DeCoteau, Chief Finance Officer, presented the UTTC 2018 Single Audit Report, FY2022 Charts, Budget Expenditure Report, and Status of Contract-Grants.

Motion #5 by Director Chad Counts, seconded by Director Mike Faith to approve the Finance Report. Motion passed by unanimous decision by all present.

COLLEGE RELATIONS REPORT

Brent Kleinjan, College Relations, presented his report.

Motion #6 by Director ReNa Lohnes seconded by Director Delbert Hopkins, to approve the College Relations Report as presented. Motion passed by unanimous decision by all present.

VII. **UNFINISHED BUSINESS**

President McDonald Evaluation-Executive Committee

Evaluation set for Thursday, December 2, 2021.

VIII. **NEW BUSINESS**

Mailroom Policy

Katina DeCoteau presented the Mailroom Policy for approval.

Motion #7 by Director Delbert Hopkins, seconded by Director Doug Yankton, to approve the Mailroom Policy. Motion passed by unanimous decision by all present.

2-2 Background Checks-Provisional Hiring Policy

Rae Gunn presented the 2-2 Background Checks-Provisional Hiring policy for approval.

Motion #8 by Director Doug Yankton, seconded by Director Delbert Hopkins, to approve the 2-2 Background Checks-Provisional Hiring Policy. Motion passed by unanimous decision by all present.

5-9 Remote Telework Policy
Rae Gunn presented the 5-9 Remote Telework Policy for approval.
Motion #9 by Director ReNa Lohnes, seconded by Director Doug Yankton, to approve the 5-9 Remote Telework Policy. Motion passed by unanimous decision by all present.

6-13 Special Events Policy
Rae Gunn presented the 6-13 Special Events Policy for approval.
Motion #10 by Director Delbert Hopkins, seconded by ReNa Lohnes, to approve the 6-13 Special Events Policy. Motion passed by unanimous decision by all present.

Motion #11 by Director Delbert Hopkins, seconded by ReNa Lohnes, to appoint Director Doug Yankton as Secretary to complete the term vacated by Director Charles Walker until the Annual Meeting in February 2022.

IX. ADJOURNMENT

Next meeting –December 3, 2021
Motion #12 by Director Doug Yankton seconded by Director Delbert Hopkins, there being no further business to come before the board today, November 5, 2021, the meeting adjourned at 10:30 a.m. Motion passed by unanimous decision by all present.

Doug Yankton, Secretary
UTTC Board of Directors

Approval of November 5, 2021 Board Minutes

Motion#2 by Director Douglas Yankton, seconded by Louie Johnson, to approve minutes of November 5, 2021 UTTC Minutes. Motion passed by unanimous decision by all present December 3, 2021.