## Dine College Board of Regents Meeting 2014 Meeting Agenda/Minutes

**Dine College Board of Regents Meeting**

<table>
<thead>
<tr>
<th>Present:</th>
<th>Laurence Gishey, Loretta Draper, Rose Graham, Darrin Brown, Fannie L. Atcitty, Theresa Hatathlie, Dwight Witherspoon. Quorum of 7 is met.</th>
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<tbody>
<tr>
<td>Absent:</td>
<td>Anderson Hoskie</td>
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**Date: December 5, 2014**

<table>
<thead>
<tr>
<th>Location:</th>
<th>Board of Regent Conference Room 620-C Tsaile, AZ.</th>
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<tbody>
<tr>
<td>Time:</td>
<td>9:00am</td>
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### Agenda

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<tr>
<th>1. Call to Order:</th>
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<td>Regent Gishey call meeting to order at 9:05am</td>
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<th>2. Roll Call:</th>
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<td>Taken by Regent Graham</td>
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<th>3. Invocation:</th>
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<td>Given by Regent Graham</td>
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<th>4. Approval of Agenda</th>
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<tr>
<td>Regent Graham read the meeting agenda into record.</td>
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<tr>
<td>Motion to approve and adopt December 5, 2014 Board of Regents meeting agenda by Regent Witherspoon, second by Regent Brown with the following additions: Vote: 7/0/0.</td>
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<tr>
<td>Dwight Witherspoon motion to add Action Item “I” Title 10 Navajo Nation Charter to the agenda, Regent Hatathlie second. Vote: 7/0/0.</td>
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<td>For the record Regent Graham read the agenda and will conduct the readings due to personal injury to Regent Draper. Regent Draper will continue with taken notes.</td>
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<tr>
<td>Regent Hatathlie motion to delete Vice President Finance &amp; Administration’s oral report, second by Regent Atcitty. Vote: 7/0/0.</td>
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<th>5. Introduction of Guest and Staff:</th>
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<tr>
<td>Glennita Haskey; Vice President of Student Success, Perphelia Fowler; Director of Human Resources, Abraham Bitok; Dean of Academics, Cameron Daines; Vice President of Institutional Advancement, Freddie Hatathlie; oldest brother</td>
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to Regent Hatathlie, Melvin Gatewood; Student Senate of ASDC.

### 6. Announcements
- Regent Hatathlie acknowledges all the service men and women. She also wanted to inform attendees that at the end of September she lost her father and expressed her appreciation for all that expressed their condolences.
- The annual Christmas luncheon is underway and the board is encouraged to join the employees.
- In November Diné College women cross-country team won championship and the Diné College men team took second place.
- Dr. Tommy Lewis was confirmed by the Navajo Nation Council to represent the Superintendent of Schools.
- There will be an NAC finals meeting tonight beginning at 6PM.
- ASDC students created 15 care packages and distributed them to local families.

### 7. Approval of Board of Regents Meeting Minutes
- October 10, 2014 Board of Regents Meeting
- November 14, 2014 Board of Regents Special Meeting

Motion by Regent Graham to adopt & approve meeting minutes, second by Regent Brown.
Vote: 6/0/1.

### 8. Reports:

#### Oral Reports:
1. Dr. Maggie L. George, Diné College President
   - Regent Gishey and Dr. George attended the 2014 Fall Board meeting in Anchorage, AK. During that time, new board members were to be elected, but it was voted and passed to keep the current board.
   - Attended a follow up meeting with the BIA in Gallup to address the TCU Act.
   - Dr. George, Cameron, and Abraham attended the 25th Anniversary American Indian college fund Gala in New York. The college contributed to the silent auction which raised a million dollars.
   - Navajo Nation President and Vice President signed an executive order utilizing professional services for Diné College and NTU.
   - The HLC initiative is in working progress. The Assurance Argument report is near completion.
   - A grant was received for the Navajo Arts Certificate Program from the Margaret Cargill Foundation. The grant kicked off on December 1, 2014. It is a 3 year
A meeting was completed with Faith Roessel; the daughter of the late Ruth and Bob Roessel to do a legacy gift of his life and his papers.

Vice President of Institutional Advancement completed fundraising school. Dr. George will take one more class before completing. The College has developed a charitable foundation and the college will continue to work on that initiative.

The New Mexico GO bond was passed and the funds will be used to build a Math and Science building in Shiprock.

The college request to Senator Pinto and Sharon Clahchischilliage to sponsor a bill to enhance the south shiprock campus courtyard.

The 1978 facilities study congressional mandate is in working progress.

Dr. George will be a guest lecture at Penn State University.

Achieving the Dream’s Data coach and Leadership coach were on campus to visit. A lot of progress has been made and all accomplishments will be show cased at the annual meeting.

March 14 – 18, 2015 the AIHEC initiative will take place in Albuquerque, NM.

- Be prepared to present to the AIHEC Board in Albuquerque in March.
- A charitable foundation was set up to raise money for the college. It was established by the Navajo Nation Business regulatory.
- The assurance argument and the criterions can be shared with the board. The logistics for the visit has not been set yet.
- The annual planning for the board needs to be completed. A meeting will be schedule between Fannie, Laurence, and Maggie.
- The executive order show in detail on item #5 in the exhibit provided by Dr. George. Number 1 and 2 also explains in detail the parameters.
- Diné College offers Defensive Driving training. The college will have training on December 10, 2014 in Tsaile, AZ.

Fannie and Laurence will be attending the Capitol Hill Visit February 9 -12, 2015.

2.) Abraham K. Bitok, Dean of Academics

- Faculty handbook has been completed and a resolution will be presented to the board. The last time the faculty handbook was completed was in 1992.
- Liberal Arts, Public Health, and Social & Behavior Science is going through the Program Review process. Cameron’s department has been providing excellent data and this helps the program review process proceed.
Distance education is in working progress. There are currently 25 faculty that are going through quality match training. There is also a Distance Education resolution that will be presented to the Board.

Assessment initiative plans for next year is in working progress.

There are 5 standing committees that are currently working on policies and procedures. They will be presented in the spring.

An Advising model has been created. Academics and Student Services will be piloting this initiative.

Students are currently being tested on language proficiency and place in the correct language class.

Abraham has been working with Cameron Daines on Academic and Infrastructure plans for the Shiprock campus.

A two year course calendar will be forthcoming.

E Campus is also forthcoming. Online course evaluations have been released to students. A report will be generated and faculty will have access to view the information.

104 students have petitioned to graduate in May of 2015.

The Dean has been working on Admission Sponsorship. This pays for student’s admission to the college. This year the Recruitment budget will pay for the admission fee. Dr. George and other employees have donated to this initiative.

666 students have pre-registered for the spring. Chinle has 31 students, Crownpoint has 13 students. Shiprock has 56 students, Tuba City has 72 students, Tsaile has 459 students, and Window Rock has 35 students.

E campus books can be purchased beginning December 8, 2014.

A Director has been hired for the Shiprock library. The college is currently advertising for an Archivist.

The SBS department has begun the Criminal Justice initiative. The board will be updated as this project proceeds.

Annual plans for 2014/2015 have been completed.

Diné College Basketball team traveled to South Dakota and placed second. The women team lost by 1 point.

A Chief Academic Officer has been selected and will begin his employment on January 5, 2015.

Convocation will be held on January 6, 2015 in Shiprock, NM.
• Emergency Response has been created for the institution. The purpose statement and goals have been completed. Point of contacts will be identified and updates will be presented as time goes along.
  o The Cargill Foundation grant will focus on moccasin making classes, Navajo language classes, and teaching Navajos how to run their business. It also allows the students to carry on their traditional arts so that it’s not lost. E commerce will be incorporated into this initiative.
  o Chinle campus offers evening classes, but there are plans in working progress to offer classes during the day.
  o Policies for Dual Credit will also be shared with the board once they are completed. Dual Credit enrollment continues to grow. Chinle’s dual credit enrollment has gone from 60+ to 190 students.

Regent Witherspoon motion to accept & approve the entire oral reports, second by Regent Atcitty. Vote: 7/0/0.

Written Reports:

1.) Vice President of Institutional Advancement, Cameron K. Daines
   • December 18 and 19, 2014 the Planning and Accreditation Committee will be having a retreat in Farmington, NM.
   • The HLC core writing team will be meeting today to complete the draft assurance argument. It will be made available to all board members.
   • Calendars and Vision and Mission posters have been printed and are available to all board members to take with them.

2.) Vice President of Student Success, Glennita Haskey
   • In reference to the Cleary Act, a committee has been formed and they intensely worked on completing a plan of action. The plan of action was presented to the Administration Team. Upon the completion of the AT’s review a title 9 coordinator will be hired to oversee the safety compliance.

3.) Director of Human Resources, Perphelia Fowler
   • The 3PM has been completed and a resolution will be presented to the board.

Regent Atcitty motion to accept & approve the entire written reports, second by Regent Brown. Vote: 7/0/0.

9. Old Business There is no Old Business at this time.
## 10. New Business

1. Update on Diné College Charter and Legislation
2. Diné College Board of Regents Meeting Planner 2015 (Action Item “A”)
   - March meeting will be held in Albuquerque, NM. Travel arrangements will be made.
   - May 1, 2015 Board of Regents Meeting will be held in Chinle, AZ.

**Motion to approve and adopt the 2015 Board Meeting Planner with changes by Regent Hatathlie, second Regent Atcitty. Vote: 6/1/0.**

3. Resolutions: For the record Regent Hatathlie will be reading the resolutions.


The Personnel Policies and Procedures Manual has been reviewed, forums have been conducted, and revised by the Legal and Administration.

**Regent Hatathlie read the resolution into record.**

**Motion: Regent Atcitty, Second: Regent Draper Vote: 5/1/1**

- The 3PM was a two year project. Forums were conducted and 217 employees attended.
- Legal Council was present to review the 3PM in Tsaile during a board work session.
- The 3PM will be reviewed annually.
- Internal controls are working effectively and do not need to be put into the 3PM if forms need to be signed.
- A clearance from legal that the 3PM manual was reviewed.
- Federal and State that were stricken will be inserted back into the 3PM.
- Background checks are conducted thoroughly before an applicant is interviewed. Tribal and National background checks are completed on all applicants.

Regent Witherspoon made a motion to reinstate under management rights the language on page 200.01, second by Regent Hatathlie. Vote: 4/1/2

### Action Item “C” -Authorizing and Approving the Diné College Distance Education Policies and Procedures.

**Regent Hatathlie read the Resolution into record.**

**Motion: Regent Graham, Second: Regent Atcitty. Vote: 7/0/0.**

- Online classes, ITV classes, Hybrid.
- Required in the HLC criteria on how online classes are conducted. The Distance Education Policies and Procedures will speak to the HLC criteria.
- A consultant was hired from the University of Utah to assist with the Distance

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If board members are interested in any trainings, please notify Regent Gishey so the necessary arrangements can be made. If any board members request to attend a training; commitment should be made.

A clean copy of the 3PM will be sent to all board members.

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**Board Members:**

**Perphelia**
Education Policies and Procedures.
  o Requirements to take online classes are conducted during student orientation.
  o Clarification to Acronyms.

**Action Item “D” - Authorizing and Approving the Diné College Faculty Handbook**
  **Regent Hatathlie read the Resolution into record.**
  **Motion: Regent Atcitty, Second: Regent Witherspoon. Vote: 6/0/1.**
  o Functional document for faculty.
  o Living document that is a reference the faculty can use. There is a disclaimer attached to the handbook.
  o Grammatical error and Navajo Fonts needs to be corrected.

**Action Item “E” - Authorizing and Approving the Diné College Tsaile Campus Student Union Building (SUB) Renovation Project AIA Change Order 001 with LAM Corporation in the amount of Six Hundred and Sixty-One Thousand and Ninety Dollars ($661,090).**
  **Regent Draper read the Resolution into record.**
  **Motion: Regent Brown, Second: Regent Graham. Vote: 6/0/1.**
  o 9 months to design the renovation of the SUB.
  o Asbestos will take three weeks to complete.
  o Flooding has occurred and has been addressed.
  o Sight safety plan has been completed.
  o Two weeks to confirm and proceed on Monday with a completion date of May 1, 2014.

**Action Item “F” - Adopting and Approving “Investment Policy Appendix 1 Endowment Fund” to be Incorporated into the Diné College’s Master Investment Policy**
  **Regent Hatathlie read the Resolution into record.**
  **Motion: Regent Graham, Second: Regent Atcitty. Vote: 7/0/0.**
  o All edits were completed during the November 14, 2014 Board Work Session in Flagstaff, AZ.
  o One major change was to change the performance measure from 35 to 65 percent and was made 60 to 40 percent as the initial benchmark.
  o This Investment is the Pool Endowment account.
  o The authority to pay out no more than $100,000. This was previously not in the investment.
  o Asset allocation and policy 2, 3, and 4 is forthcoming.
- The date on the cover page of the Investment Policy will need to be updated to December 5, 2014.

**Action Item “G”** - Authorizing and Approving the Expenditure of One Hundred Two Thousand Two Hundred Forty Nine Dollars and Eighty Four Cents ($102,249.84) for the Renovations of the Fifth and Sixth Floor Restrooms of the NHC Building on Tsaile Campus to Ed Yazzie Construction, LLC, P.O. Box 281, Rock Point, AZ 86545.

*Regent Hathathlie read the Resolution into record.*

**Motion:** Regent Brown, Second: Regent Draper. Vote: 7/0/0.
- 9 month planning process to plan the renovation project.
- Ed Yazzie has completed other work for the college and this firm had the lowest bid.
- Funds are coming from the AZ compact. No resolution is presented to the board without proper funding.

**Action Item “H”** - Approving and Updating Diné College Personnel as Signatories for all Funds of the College on Deposit with Fiduciary Trust Company International of New York, New York

*Regent Hathathlie read the Resolution into record.*

**Motion:** Regent Draper, Second: Regent Atcitty. Vote: 7/0/0.
- Action to make sure that the Administrator who was put on leave does not have access while the investigation is ongoing.

**Action Item “I”** - Approving and Incorporating recommended changes to the Dine College Charter

*Regent Hathathlie read the Resolution into record.*

**Motion:** Regent Atcitty, Second: Regent Graham. Vote: 7/0/0.
- Strike Proposed and edit the ampersand.
- Highlighted changes are coming from law and order committee.
- Regent Witherspoon will sponsor the resolution.

**Action Item “J”** - Approving and Updating Diné College Personnel as Signatories for all Funds of the College on Deposit with Wells Fargo

*Regent Hathathlie read the Resolution into record.*

**Motion:** Regent Graham, Second: Regent Witherspoon. Vote: 7/0/0.

Motion to add Action Item “J” to the agenda by Regent Witherspoon, second by Regent.
- Action to make sure that the Administrator who was put on leave does not have access while the investigation is ongoing.
- Correct misspelling.
- Replace ampersand with subsections.

### 11. Executive Session
- Entered in at 12:00PM Motion by Regent Atcitty, Second by Regent Brown. Vote: 7/0/0.
  - Personnel
  - Existed out at 12:31PM Motion by Regent Atcitty, Second by Regent Witherspoon. Vote: 7/0/0.

### 12. Next Meeting
- The next regular Board of Regents meeting will be on January 9, 2015 @ 9AM Tsaile, AZ.

### 13. Adjournment
- Motion: Regent Brown; Second Regent Atcitty; Vote: 6/0/0 @ 12:35PM.

*Meeting Minutes Respectfully Submitted by: Anjeanette Lang, Executive Assistant to Diné College Board of Regents*