

Diné College President's Office
2015 Meeting Agenda/Minutes

Diné College Board of Regents Meeting		Date: June 12, 2015
Present:	Laurence Gishey, Loretta Draper, Fannie L. Atcitty, Theresa Hatathlie, Anderson Hoskie, Nelson S. BeGaye (9:22am) Quorum of 6 is met.	<u>Location:</u> Board of Regent Conference Room 620-C Tsaile, AZ.
Absent:	Dr. Tommy Lewis Jr, Darrin Brown	<u>Time:</u> 9:00am
Guest:	Heidi Eckert; phone conference on WellsOne Commercial Card	

Agenda	Follow-Up Action:	Responsible POC:
6/12/15 Board of Regents Meeting Minutes were approved on 7/2/15 Motion: Regent Draper Second: Regent Atcitty Vote: 5/0/0.		
1. Call to Order: <ul style="list-style-type: none"> ▪ By Regent Gishey at 9:05am 		
2. Roll Call: <ul style="list-style-type: none"> • Taken by Regent Draper 		
3. Invocation: Given by Regent Hoskie		
4. Introduction of Guest and Staff: <ul style="list-style-type: none"> ▪ Anderson Hoskie; Eastern Agency Representative, Dr. Maggie L. George; College President, Anjeanette Lang; Executive Assistant Diné College Board of Regents, Laurence Gishey; Board of Regents President, Fannie Atcitty; Northern Agency Representative, Loretta Draper; Central Agency Representative, Theresa Hatathlie; Western Agency Representative, M. Brady Brogni; Business Banking Manager, Tony Hannigan; Assistant Vice President Sr. Business Relationship Manager, Cameron Daines; VPOIA, Abraham Bitok; IVPSS, Perphelia Fowler; Human Resource Director, Cheryl Thompson; VP of Finance, Merle Dayzie; Support Service Manager, Dr. Martin Ahumada; VP of Academic Affairs, Cindy Yurth; Navajo Times Representative, Melvin Gatewood; Vice President of ASDC. 		
5. Approval of Agenda <ul style="list-style-type: none"> ▪ Motion to adopt and approve June 12, 2015 board meeting agenda with the following additions by Regent Hoskie, Seconded by Regent Atcitty Vote: 4/0/1. 		

<ul style="list-style-type: none"> ○ Include a Resolution Action Item “E” 		
<p>6. Approval of Board of Regents Meeting Minutes</p> <ul style="list-style-type: none"> ▪ May 7, 2015 Board of Regents Meeting <p><i>Motion by Regent Atcity to adopt & approve meeting minutes, seconded by Regent Draper. Vote: 5/0/0.</i></p>		
<p>7. Reports:</p> <p>Oral Reports:</p> <p>1.) Tony B. Hannigan, Wells Fargo Representative</p> <ul style="list-style-type: none"> • The college currently uses different cards to make different payments. The goal here is to consolidate into one; making the commercial card part of the college’s payment strategy. • The front-end of buying cycle will allow the college to make purchases in store, online, and over the phone. Card transactions can be uploaded to the college’s GL system and end of the month reports can be generated. Reoccurring payments can be established. • The commercial card offers more flexibility and cost less to process a card payment, and allows more confidentiality to conduct transactions and initiate payments. • Purchasing Analysis; cost of transaction and processing will be less cost. • The commercial card will allow Diné College to control spending. It will also allow streamline processes and reporting will be easier. It will reduce fraud. • The Commercial Card Expense reporting will show real time access via internet. It will show copies of receipts. Expense report can be retrieved up to 7 years. It will allow control on reporting expenses. • The Commercial Card will allow purchases on supplies, equipment, services, and other common purchases. • The Commercial Card will save an average of \$3.19 per transaction. <ul style="list-style-type: none"> ○ The card program is absolutely free and there is no interest. ○ There are challenges to using the card. For example, not able to use the card at a bar and grill restaurant and not being able to make a purchase at a gas station. On the other hand, it will allow the college to save by giving an individual a per diem rate for meals. ○ Staff training is important for individuals who decide to use the 		

card.

- An increase may be requested depending on your destination.
- On the reservation, there is limited access to the Internet and at times the internet will be down.
- 95% of travelers do not want to pay out of pocket.

2.) Dr. Maggie L. George, Diné College President

- A draft copy of the HLC comprehensive visit was received on May 28, 2015. The College Administration was required to check for “errors of facts” to ensure all names, titles, and college references were accurate. A draft summary of criteria met and not met were included into the report. Criterion 4, Teaching and Learning Evaluation and Improvements were met with concerns. The complete narrative is not ready for distribution.
- BIE application was submitted on June 1, 2015. All documents submitted were shared with the Board of Regents.
- The work continues in the roll out of the Broadband Internet connection with Cellular One. Equipment order has been delayed. The roll out has been extended to July 1, 2015. The data recovery is in working progress. Policies for this initiative will be forthcoming.
- The College signed a Memorandum of Understanding with Koveva Ltd. The partnership will focus on utilizing fugitive methane on the Navajo Nation. Michael Begay with Shiprock campus will be the lead person on this initiative.
- The 2015 Diné College Act has been introduced and is going through the process. The draft is in its third version to remove the sunset clause and go back to the originating language and authorize the legislation.
- Financial Aid forward funding is being addressed. Diné College is taking the lead role and working with various individuals on getting this project completed.
- Executive Order for capital improvement funding has been resubmitted and the college was awarded \$700,000. The funding will be used towards work on landscaping at the Shiprock campus.
- The Office of Institutional Advancement is working on a Charitable Foundation. The application will be submitted at the end of July 2015. The team will write the case this summer and develop a plan for annual giving.

<ul style="list-style-type: none"> • Diné College submitted a two-page proposal requesting 30 million dollars to invest in a Capital Improvement Endowment Fund. <p>3.) Cheryl Thompson, Vice President of Finance</p> <ul style="list-style-type: none"> • Financial Audit is completed. KPMG will be giving their presentation. • Highlights in the audit report are in the finance department's report. • The AZ compact audit is 85% complete. This should be completed the week of June 15th. • A controller has not been hired. The position is being advertised. • The budget planning for FY' 15/16 is in working progress. The team held budget hearings with the Academic Chairs. The non-academic staff will be receiving their workbooks within the next week. • Collaborated with Human Resources to evaluate the employee benefit plans. There will be another increase and Cheryl is working on ways to address this with the Administration Team. • The Financial Policy has been submitted to the Leadership Council. There will need to be a commercial card policy and an open discussion will take place. • Attended the Annual Jenzabar training in Nashville Tennessee. During that time, the attendees had the opportunity to look at the different modules Jenzabar offers. They were also able to discuss the communication line within the modules. • Currently the Business office is working on updating the current funding of grants for the college. The second review has been completed for the existing grants, close grants, scholarships, and endowments. A listing will be going to the Administration Team within the next week. The goal is to better manage all the grants the college has. • The 2014 Financial Report was made available to all Board of Regents in attendance. <ul style="list-style-type: none"> ○ KPMG has been the college's auditors for approximately five years. There has been recommendation for the college to conduct their own single A-133 audit. ○ The KPMG report is a preliminary draft. The team will have a conversation with KPMG and the Board of Regents will have a discussion on the findings at the July board meeting. 	<p style="text-align: center;">Recommends the college to reevaluate KPMG and perhaps seek another auditor. More information will be gathered on the process.</p>	<p style="text-align: center;">Regent BeGaye</p>
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4.) Abraham Bitok, Interim Vice President of Student Success

- Submitted the yearly report for Achieve the Dream. Remedial education was successful going from 13% to 60% in success rate.
- 508 students have enrolled for Fall 2016 semester. Chinle has 32 students, Crownpoint has 10, Shiprock has 52, Tuba City has 51, Tsaile has 327, and Window Rock has 26.
- The 2015 college graduation was successful. 195 students graduated and five received their BAs in Elementary Education.
- The Title III grant has been submitted. There is a request for 20 million dollars.
- Is working on submitting an application for FIPSE grant. The deadline is June 30.
- The Financial Aid policy and Federal Work Study policy are in working progress. The first drafts have been submitted to the Leadership Council. The Residence Life handbook will also be forthcoming.
- Summer Institute will be held July 11-24, 2015. To date, eight students have registered.
- Title III has been supporting faculties with attending conferences. Several Division Chairs return from Atlanta after attending the “Leading and Influencing as a Department Chair” Conference. Two faculties were sent to San Diego to attend the “Comprehensive Retention Planning for STEM programs.”
- 650 students have been awarded financial aid for Fall 2016. e-campus is working very effectively.
- An employee was sent to training to fulfill the title nine coordinator requirements.
- Department forms are being updated.
- The one stop shop programming is being worked on. Cameron is working on completing the construction portion.
- The department is also working on upcoming FY budget and it will link to the college’s annual plans.
- Diné College student from Round Rock, AZ. is in route to Casper Wyoming to compete in the Nationals Final Rodeo competition.
- Diné College’s annual rodeo will be held September 18 and 19, 2015 in

<p>Tsaile, AZ.</p> <ul style="list-style-type: none"> • Online registration will be up and running when the programming has been completed. <p>5.) Board of Regents Report</p> <ul style="list-style-type: none"> • Fannie attended the AZ Science Foundation meeting on May 18, 2015. Ken Quartermain is working on the Navajo Code talkers to Code Writers Education initiative project. The goal is to bring together organizations, business, philanthropy, education, and government. To create a technology base education. This initiative will cover the four corners region. Grades covered will be Pre K and K-12. Students need to be prepared about global economy and have a good understanding and awareness. • Carlyle Begay will oversee the STEM initiative. • The Navajo Nation is in the process of moving forward. Regent Nelson BeGaye is doing the best he can to support the Nation. • There are capable people within the college and local entrepreneurs who can be utilized. <p>Written Reports:</p> <p>1.) Cameron K. Daines, Vice President of Institutional Advancement</p> <ul style="list-style-type: none"> • Annual planning and budgeting committee are in working progress and are asking department heads to provide FY’ 16 strategic goals, objectives, measures, and targets. Diné College’s Annual Planning Framework are incorporated into the budget submissions. • Fixed Assets has been changed to Revolving Funds. The application process has also been updated. There is a mid-year review on budget submission for faculty hire. <p>2.) Perphelia Fowler, Director of Human Resources</p> <ul style="list-style-type: none"> • Working on updating forms, procedures and processes. <p>3.) Dr. Martin Ahumada, Vice President of Academic Affairs</p> <ul style="list-style-type: none"> • There may be a potential MOU between Diné College and Utah High School with the Dual Credit program. 	<p>For more information on the annual planning and budgeting committee, log on to warrior web and see Planning and Accreditation committee.</p>	<p>Board of Regents.</p>
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<ul style="list-style-type: none"> • 350 students are anticipated to participate in the Dual Credit program fall of 2015. • With funding assistance from title III, five division chairs were able to attend a conference on how to be an effective division and a lead person. The team dealt with real world problems. They will team teach with other Division Chairs who were unable to attend. Three new Chairs will be coming aboard; Henry Fowler; Math, Dr. Geraldine Garrity; CDTE, and Martha Austin-Garrison; CDS. • Diné College became a member of the Information Technology Council, which was established in 1977 to promote mass media in higher education. One division chair has been selected to participate in the leadership academy. <p>Regent Draper motion to accept & approve the entire oral and written reports, seconded by Regent Atcitty. Vote: 6/0/0.</p>		
<p>8. Announcements:</p> <ul style="list-style-type: none"> • A Diné College student is working with NSAA College this summer. • Two students were also selected to attend VASSAR College for the summer. • The Administrator Rules are being worked on to receive unclaimed lottery funds. • Sheep is Life will be held at Diné College June 15 through June 21, 2015. • The 2nd Annual AIHEC Behavioral Health Institute will be held at Diné College June 22-26, 2015 in Tsaille, AZ. 		
<p>9. Old Business There is no Old Business at this time.</p>		
<p><i>Lunch Break @ 11:22pm Resume Meeting @ 11:55pm</i></p>		
<p>10. New Business</p> <p>1. Action Item A - <u>Authorizing and Approving a 60 month lease contract with Konica Minolta Business Solutions U.S.A., INC., in the amount of three hundred six thousand, one hundred-sixty dollars and eighty cents (\$306,160.80).</u></p> <p>Regent Draper read the resolution into record</p> <ul style="list-style-type: none"> ▪ Regent Atcitty motion to adopt & approve the Resolution, seconded by Regent Hoskie. Vote: 6/0/0. 		

- With the current vendors, there are billing issues. Payments are made to two separate vendors and the cost is high. Merle’s goal is to standardize the machines across Diné College campuses. Docutech services can be moved to the bookstore and will be open to students and staff for printing purposes.

2. **Action Item “B”** – Authorizing and Approving the Diné College South Shiprock Campus Math Science Building (MSB) Planning & Design Project with LAM Corporation, in the amount of Three Hundred and Fifty-Six Thousand One Hundred and Eighty-Eight Dollars and Seventy Cents (\$356,188.70).

Regent Draper read the resolution into record

▪ ***Motion: Regent Draper, Seconded: Regent Hoskie, Vote: 6/0/0***

- There were 10 bidders that had the qualifications. Three of the ten that qualified were Navajo owned. Background information on each one was collected. LAM Corporation provided a competitive bid and their qualifications were impeccable.

3. **Action Item “C”**- Authorizing and Approving the Diné College Tsaile Campus Gorman Classroom Building (GCB) Renovation Project with NEZ / FCI Native American LLC., in the amount of Four Hundred and Seventy-Five Thousand Seven Hundred and Ninety-Three Dollars (\$475,793.00).

Regent Draper read the resolution into record

▪ ***Motion: Regent Atcitty, Seconded Hoskie: Vote: 6/0/0***

- There is a huge need for this renovation project.
- Funds are available to get this renovation completed.

4. **Action Item “D”**- Authorizing and Approving the purchase of equipment for the Diné College Tsaile Campus Gorman Classroom Building (GCB) Renovation Project utilizing Aramark’s 2013 Food Services Management Agreement with Diné College, in the amount of One Hundred and Ninety-Seven Thousand Dollars (\$197,000.00).

Regent Draper read the resolution into record

▪ ***Motion: Regent Atcitty, Seconded Regent Draper: Vote: 6/0/0***

- Aramark is willing to use the funds to the renovation of the science classroom.

<p>5. Action Item “E” – <u>The Board of Regents fully supports the Diné College President and her Administration Team for the continuous improvements of the college, student support, academic services, resource development, and facilities enhancement for the betterment of the Navajo Nation.</u></p> <p>Regent Draper read the resolution into record</p> <ul style="list-style-type: none"> ▪ Motion: Regent Draper, Seconded Regent Hoskie: Vote 5/0/1 <ul style="list-style-type: none"> ○ This resolution has been brought to the board to support the college president and the college’s administration. The board can accept this resolution as a “vote of confidence”. ○ Regent Hoskie offered words of encouragement and support. He extended his appreciation to the college president, the board executive assistant, and the administration team. ○ Cameron Daines voiced his concerns after meeting with Navajo Times. He also elaborated on his credentials and work experiences. ○ Mr. Bitok stated the reasons why he works here. He spoke to Navajo Times and expresses his concerns the press printed other things not mentioned in the meeting. ○ Honorable BeGaye voiced his opinions about being a council delegate and how he goes through the same situations on a daily basis. Suggests that if there is an issue, it needs to be addressed. ○ Regent Draper expressed her concerns and thanked everyone in attendance for their work and efforts at Diné College. ○ Dr. George invited the Board of Regents to shadow her and the Administration. She encouraged the board support, will remain here, and will continue to work hard as long as she is on contract. ○ Regent Hatathlie clarified statements regarding the hiring of the college president. She also mentioned she has expressed her appreciation to the college staff. She recommends if there are issues, they need to be discussed and resolved. She supports Regent Hoskie recommendation to renew the Jiish. 		
<p>11. Executive Session</p> <ul style="list-style-type: none"> ▪ There was no executive session. 		

<p>12. Next Meeting</p> <ul style="list-style-type: none"> ▪ <i>Regent BeGaye motion to move July 10th meeting to July 2nd, 2015, Seconded by Regent Hoskie, Vote: 6/0/0.</i> ▪ The next regular Board of Regents meeting will be on July 2, 2015 @ 9AM Tsaille, AZ. 		
<p>13. Adjournment</p> <ul style="list-style-type: none"> ▪ Motion: Regent Atcitty; Seconded Regent Hoskie, Vote: 6/0/0 @ 1:46:pm. 		
<p><i>Meeting Minutes Respectfully Submitted by: Anjeanette Lang, Executive Assistant to Diné College Board of Regents</i></p>		