

Diné College Board of Regents Meeting Minutes

Diné College Board of Regents Meeting		Friday, November 9, 2018
Present:	Greg Bigman, Theresa Hatathlie, Johnson Dennison, Anderson Hoskie (arrived at 9:42 a.m.), Devon Begay, Sharon Toadecheenie, Nelson S. BeGaye (arrived at 11:15 a.m.) (Quorum of <u>5</u> is met) <u>6</u> Regents in attendance.	Location: Diné College Tsaile Main Campus, BOR Conference Room 620C. Tsaile, AZ Time: 9:00 a.m.
Excused Absence:	Dr. Tommy Lewis Jr., Nelson S. BeGaye	
Agenda		
October 12, 2018 minutes approved December 14, 2018. Motion by Regent Dennison, Second by Regent Toadecheenie. Vote 6-0-0.		
I. Call to Order: Regent Bigman called the meeting to order at 9:42 a.m.		
II. Roll Call: Regent Toadecheenie		
III. Invocation: Regent Toadecheenie provided the prayer for the meeting 9:25 a.m.		
IV. Approval of Agenda		Follow-Up Action:
<p>Motion by Regent Dennison to amend and adopt the agenda, Second by Regent Begay.</p> <p>Discussion: Regent Toadecheenie motions to amend move dual credit resolutions as New Business Action Items to 1 and 2, respectively resequencing items. Also strike October 12, 2018 minutes from the agenda. Second by Regent Begay.</p> <p>Vote on amending motion: 6-0-0. Vote on approving motion: 6-0-0.</p>		<p>▪ Revise agenda as noted.</p>
		Responsible POC:
		BOR Executive Assistant
V. Introduction of Guest and Staff		
<ul style="list-style-type: none"> • Greg Bigman, BOR President • Dr. Tommy Lewis Jr., BOR Vice President • Theresa Hatathlie, Treasurer (via teleconference) • Sharon Toadecheenie, BOR Secretary • Johnson Dennison, BOR Member 		<ul style="list-style-type: none"> • Bo Lewis, Vice President • Joy Thompson, Director of IT • Velveena Davis, Executive Director OIPR • Janeen Tapaha, SA Vice President • Jesse Maloney, FA Vice President • Oleksander Makayev, Faculty

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<ul style="list-style-type: none"> • Anderson Hoskie, BOR Member • Devon Begay, BOR Member • Dr. Monty Roessel, Diné College President • Dr. Geraldine Garrity, Provost • Jennifer Smith, Legislative Affairs Coordinator • Glennita Haskey, Vice President of Student Success • Marie Nez, Vice President of External Affairs 	<ul style="list-style-type: none"> • Steve Gunderson, Tallsalt Advisor President • Nick Taylor, Tallsalt Advisor. • Delmar Blackwater, Tallsalt Financial Analyst. • Charleston White, Tallsalt representative. • Calvin Dominguez, SA President • Crystal Cree, Policy Analyst • Jeannie M. Lewis, Faculty 								
<p>VI. Public Comments There were no public comments made during this meeting.</p>									
<p>VII. Announcements</p> <ul style="list-style-type: none"> ▪ 50th Anniversary Speaker Peterson Zah at Student Union Building Activity Room, November 13, 2018 at 4 p.m. at Tsaile, AZ. ▪ 50th Anniversary Speaker Cassandra Manuelito at Student Union Building Activity Room, November 29, 2018 at 4 p.m. at Tsaile, AZ. 									
<p>VIII. Approval of Meeting Minutes & Work Session Minutes</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Annual Meeting October 3, 2018 Tsaile, AZ</td> <td style="width: 33%;">Regular Meeting September 14, 2018 Window Rock, AZ</td> </tr> <tr> <td>Regular Meeting August 10, 2018 Tuba City, AZ</td> <td>Special Meeting July 24, 2018 Window Rock, AZ</td> </tr> </table> <p>Motion by Regent Toadecheenie to approve minutes, Second by Regent Dennison. Discussion: Regent Toadecheenie motions to amend October 12, 2018 minutes under <i>Introduction of Staff and Guests</i>, update officer title to Secretary for Regent Toadecheenie and edits noted below. Second by Regent Bigman.</p> <p>July 24, 2018 Special meeting minutes with edits as follows:</p>	Annual Meeting October 3, 2018 Tsaile, AZ	Regular Meeting September 14, 2018 Window Rock, AZ	Regular Meeting August 10, 2018 Tuba City, AZ	Special Meeting July 24, 2018 Window Rock, AZ	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #cccccc;">Follow-Up Action</th> <th style="background-color: #cccccc;">Responsible POC</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> ▪ Revise noted minutes to include amendments. </td> <td style="vertical-align: top;"> <p>BOR Executive Assistant.</p> </td> </tr> </tbody> </table>	Follow-Up Action	Responsible POC	<ul style="list-style-type: none"> ▪ Revise noted minutes to include amendments. 	<p>BOR Executive Assistant.</p>
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<ul style="list-style-type: none"> • Corrected grammatical error on motion for approval of agenda • New Business, Action Item 1 “A” strike amendment vote. • New Business, Action Item 2 “B” IT policy, changed motion to “directive to resubmit without procedures ..” • New Business, Action Item 5 “E”, Regent Hatathlie further inquires of the home ratings requirement for the units. The resolution sponsors have a responsibility to ensure all required documentation is provided for the board packet. Regent Hatathlie acknowledges some responsibility in the rescheduling of the meeting now resulting in tabling with documents at the Office of Finance & Administration. <p>August 10th, 2018 Regular meeting minutes with edits as follows:</p> <ul style="list-style-type: none"> • New Business, Action item 3 “C”, added to amendment motion “Seconded by Regent BeGaye” <p>October 3rd, 2018 Annual meeting minutes with edits as follows:</p> <ul style="list-style-type: none"> • Corrected type from “1:17” to “11:17”. <p>Vote on amending motion: 6-0-0. Vote on approving motion: 6-0-0.</p>		
IX. Reports	Follow-Up Action	Responsible POC
Oral Reports		
<p>1. Office of the President – Dr. Roessel, President</p> <p>Dr. Roessel informs board he will consult with the college’s legal counsel to “vet” a patent legal attorney. Dr. Makeyev provided a presentation for the patent request from his research. The <i>Improving the Diagnosis of Epilepsy</i> research was supported by National Science Foundation (NSF). The patent request will cover two methods. NSF Tribal College University (TCU) Research Symposium in May 2018 and recently in the Medical Engineering Online. Obtaining the paten will be historical for TCU’s, only</p>		

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exception University of Hawaii. Intellectual patent resulting in revenue will be support Diné College.

The Higher Learning Commission visit was completed. A follow-up report will be provided in December. Dr. Roessel shares looking at the creation of an Office of Accreditation. The approach will assist the college in gathering evidence proactively and address concern of increasing collected data. HLC committee reported to college president of approaches to them of inappropriate issues and directed them to address through internal procedures. Institutionalizing complaint processes to improve in general.

A recent visit from the Achieve the Dream (ATD) coaches took place. The ATD coaches noted positive progress since last visit. President leading concerted effort to improve data accessibility to academics for decisions and program economics.

The Diné Studies Conference successfully hosted at the Diné College. The museum featured a display of the original artwork used during the establishment of the Navajo Community College Press. The announcement of the re-establishment with name update as the Diné College Press, took place at the museum exhibit.

Dr. Roessel advises the college will move forward with the Navajo Medicine Man training program. The program specifics and cost proposal will be presented to the Board of Regents.

There has been no progress with Navajo Housing Authority (NHA) fund proposal. In an effort for progress, the college will move forward with Síhasin Committee proposal and own funding.

- Navajo Community College Act Reception moved early 2019.

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- The college continues to provide effort in support of the New Mexico GoBond for the Math/Science Building. Dr. Roessel listed additional funding sources he will be pursuing for the college such as AZ Compact.
- 2018 Annual Report will be printed and available next week.
- Dr. Roessel plans to provide informal briefing to newly elected council delegates informing about Diné College and its' initiatives.

- ✚ Regent Dennison request an update on land lease, Hogan construction, and perimeter fencing.
 - Dr. Roessel advised within the 164 process and currently awaiting Navajo Nation Council approval. An estimated timeline the college predicts would be spring council session. The Hogan and fencing construction is postponed until the lease has been approved. The Crownpoint, NM land survey demonstrates the fencing line does not match property boundaries.

- ✚ Regent Begay request to make correction about students' personal agenda. She received student complaints and states that due process steps were taken. Regent Begay, as ASDC President, advised of steps that could be taken. She shares that students approached HLC on their own and appreciates the stated action to improve the complaint process.

- ✚ Regent Hatathlie expressed her appreciation of the HLC team to the success of the visit. All feedback allows for refinement of strategy and self-improvement.

- ✚ Regent Dennison recommend expression for appreciation of support provided by the exiting council delegates.

- ✚ Bigman provides Navajo Nation Council update.
 - A new sponsor needed for the Diné College Charter.

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<ul style="list-style-type: none"> ▪ Provost report noting Intercampus day should include areas needing improvement. A recommendation that project / event outcomes to be explained in detail. ▪ Request to be informed of student complaints. Recommending mapping process for complaints in general. ▪ Consider options for an Employee benefit rate around 36% and self-ensuring. <p>Dr. Roessel recommends the Board of Regents join students for breakfast event, <i>Breakfast Club</i>.</p>	<ul style="list-style-type: none"> ▪ Request student complaint information. ▪ Recommendation to map complaint processes across the institution. 	<p>Diné College President and Administration.</p>
<p>2. Optimizing Interest Income- Steve Gunderson, Tallsalt Advisor President</p> <p>Interest income earned on restricted assets is generally considered unrestricted under U.S. federal grant guidelines and may be used for any purpose approved by an organization’s governance bodies. A sample of recommended policy revisions to bring current policy up-to-date.</p> <p>The primary objectives of these investments are to:</p> <ol style="list-style-type: none"> 1. Preserve the principal, and 2. Ensure funds are available when needed to fund the College’s operations, then 3. Maximize interest income. <p>Alternatives to using U.S. treasuries and a buy and hold to maturity strategy include:</p> <ol style="list-style-type: none"> 1. Bank accounts 2. Certificates of deposit (CDs) 3. Money market funds 4. U.S. treasury mutual funds and exchange traded funds (ETFs) <p>The interest optimization plan may be fully implemented in approximately 30 to 60 days depending on the College’s approval timeline. Steps to be taken:</p> <ol style="list-style-type: none"> 1. Approve investment policy (IP) appendix for Operating Cash Balances. 		

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<p>2. Establish additional account(s) at Northern Trust under current master agreement.</p> <p style="padding-left: 40px;">a. Provide Tallsalt with authority to make trades in the newly established account(s) consistent with the investment policy.</p> <p>3. Transfer funds, if necessary, and implement the investment plan.</p> <p>A table within handouts presented illustrated the potential annual income that may be earned by investing excess cash in U.S. treasuries.</p> <ul style="list-style-type: none"> ▪ A new separate account would be created under Northern Trust. ▪ A recommendation of monthly buy-and-hold approach to optimize investment income (primarily interest) on excess operating cash balances. ▪ The expected returns based on current yields and assuming rates increase 1.0% over the next year. ▪ An offered reduction of fees drafted and provided to the Vice President of Finance. <ul style="list-style-type: none"> • Regent Hatathlie mentions previous Tallsalt handout provided during October meeting covering shortening the duration of Fixed Income investments. The unrestricted funds interest income possibility of taking a more aggressive investment approach. <ul style="list-style-type: none"> ○ Mr. Gunderson confirms the investment income most likely will be unrestricted and does have the option of using a more aggressive approach to investing. ○ Documents referring to covered four (4) existing accounts and are still valid. Investment Committee held October 23, 2018 resulted in directive to shorten the duration of investments. 		
<p>3. PassiveDom- Dr. John Murray, Faculty & Dr. James Tutt, Dean of STEM</p> <p>PassivDom, new Ukrainian homebuilding startup, uses a 3D printing robot that can print parts for tiny houses. The 410 square foot model printed in 8 hours, followed with some parts added by a human worker. The sustainable house is completely off the grid. The homes features include:</p> <ul style="list-style-type: none"> • Solar energy is stored in a battery 		

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<ul style="list-style-type: none"> • Water collected from the air • Independent sewage systems • 6 weeks to build one unit <p>✚ Regent BeGaye inquires if college representatives see final product in-person. The R-value thermal insulating properties</p> <ul style="list-style-type: none"> ○ Dr. Murray confirm yes. 		
<p>4. Staff Association – Calvin Dominguez SA President</p> <p>The staff association bylaws are still in-progress and anticipates to present resolution at the December regular meeting. The executive team review provided feedback that required some revisions. Those changes made and is currently awaiting legal review. A new officer, Trisha Roy elected in secretary position.</p> <p>✚ Regent Bigman asks if strategy and key priorities have been identified. A recommendation of possible staff survey to help identify priorities of staff and recommendations on improving the environment.</p> <ul style="list-style-type: none"> • Mr. Dominguez plans to meet with individual departments in educating the function of the association. <p>❖ Faculty Association- Barsine Benally, FA President. Dr. Roessel request for Faculty Association to provide quick verbal update not included within written report. A faculty ranking committee held this morning. Faculty ranking for those previously ranked at other institutions will be completed by November 13, 2018. The CDS and general group ranking will be completed by November 19, 2018. Planning a ceremony recognition for those ranked on either November 26 or December 10, 2018. Ad Astra Orientation was held and would like to conduct a survey for feedback. Ms. Benally notes a continued request for clarification from Deans and Provost regarding distance education workload, faculty overload pay, standing committee representatives, and student advising.</p>		
<p>5. ACCT Leadership Congress 2018 - Regent Hatathlie, Treasurer</p> <p>A. Mitigating Risk and Instilling Ethic through Compliance.</p>		

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<ul style="list-style-type: none"> • Establishing a Compliance Office. • Implementing corrective action plans for the resolution of vulnerability and risk, and providing general guidance on how to avoid or deal with similar situations in the future. • More information on Montgomery College Compliance Website <p>B. Strategic Enrollment Management. Marketing, Recruitment, and Enrollment (MRE) strategic plan. The team ideally would consist of academics, student services, enrollment services (admissions/student records), business office, financial aid, marketing, advising, and student housing.</p> <ul style="list-style-type: none"> • Conversion rate identified. <ul style="list-style-type: none"> - What was most effective in recruitment? • Two initiates covered current and new students. • Texting for notifications. • Marketing efforts can include mailings, 2-way texting, open house, tours, and student ambassadors. • Enrollment Management Committee that consisted of marketing and student success. <ul style="list-style-type: none"> - Regent Bigman shares the committees will be identifying goals. <p>Directive for Vice President of External Affairs to provide a presentation to the Executive Team for the conference attended relating to enrollment. An option for the regents to join and listen to the presentation. Diné College President to provide a presentation of college’s initiatives to newly elected delegates. Second by Regent Toadecheenie. Vote: 7-0-0.</p>	<p>DIRECTIVE:</p> <ul style="list-style-type: none"> - Vice President of External Affairs to provide a presentation to the Executive Team for the conference attended relating to enrollment. An option for the regents to join and listen to the presentation. - Diné College President to provide a presentation of college’s initiatives to newly elected delegates. 	<p>Diné College President and Administration.</p>
Written Reports		
	Follow-Up Action:	Responsible POC

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<p>1. Office of the President – Dr. Roessel, President a. Project and Operations Report b. OIPR Report</p>	<p>Motion by Regent Dennison to accept oral & written reports, Second by Regent Hoskie. Vote: 7-0-0.</p> <p><i>For the record, Office of External Affairs provided however not included within the board packet due to executive assistant error. Item remain removed, as regents did not have opportunity to review.</i></p> <p>There were no specific directive(s) provided from oral or written reports.</p>		
<p>2. Office of the Provost – Dr. Geraldine Garrity, Provost</p>			
<p>3. Office of Finance and Accounting – Bo Lewis, VP</p>			
<p>4. Office of Student Affairs – Glennita Haskey, VP</p>			
<p>5. Office of External Affairs – Marie Nez, VP</p>			
<p>6. Staff Association- Calvin Dominguez, SA President</p>			
<p>7. Faculty Association- Barsine Benally, FA President</p>			
<p>X. Old Business</p>			
<p>XI. New Business Recess begins at 12: 17 p.m. Recess ends at 12:33 p.m. Roll Call: Regents Greg Bigman, Theresa Hatathlie, Johnson Dennison, Anderson Hoskie, Devon Begay, Sharon Toadecheenie, Nelson S. BeGaye.</p> <ul style="list-style-type: none"> • Action Item 1 “A” – <u>Approving and Authorizing Diné College to enter into an agreement with Gallup-McKinley County Schools. Subject: Dual Credit.</u> Read into record by Regent Toadecheenie <p>Regent Toadecheenie motions to approve resolution, second by Regent Dennison. Discussion: Dr. Roessel advised standard procedure taken within dual. Regent Begaye ask of internal checks done prior to being brought to the board. Grammatical change to Therefore be it Resolved #2.</p>			

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Regent Toadecheenie motions to table resolution while awaiting resolution sponsor, second by Regent BeGaye. Vote: 7-0-0.

Regent BeGaye motions to recall item, Second by Regent Toadecheenie. Previously read into record.

Discussion: Dual Credit Coordinator Winifred Jumbo-Tallsalt requesting to offer two courses Math 110, College Algebra (3 credit hours) and English 101, Freshman English (4 credit hours) to Gallup-McKinley County School agreement. Both area pathways into the General Education curriculum. The course will be delivered at the Crownpoint center utilizing Diné College faculty.

Vote for approving motion: 7-0-0.

- Action Item 2 “B” - Approving and Authorizing Diné College to enter into an agreement with Piñon Unified School District No. 4. Subject: Dual Credit.

Read into record by Regent Toadecheenie

Regent BeGaye motions to approve resolution, second by Regent Hoskie.

Discussion: The high school faculty meet the HLC standards for college faculty credentialing requirements.

- ✚ Regent Hoskie request the number of schools that Diné College is currently working with for dual credit. Regent Hoskie further recommends working with DODE for assistance in teacher credentialing.
 - Dual Credit Coordinator, Winifred Jumbo reports 7 schools. Those students’ ineligible for dual credit are offered concurrent enrollment.
- ✚ Regent Bigman inquires if there is an internal vetting process for high school faculty credentialing and quality assessment of the programs offered.
 - Director of Human Resources, Mr. Dayzie,
 - Dual Credit Coordinator, Winifred Jumbo aims to incentivize the adjunct faculty to be credentialed. Also, the Deans will attend classrooms in-person when evaluating the quality.
- ✚ Regent Hatathlie inquires of the progress with the Tuba City High School.

Amend resolution to include 1-year term

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- Dual Credit Coordinator, Winifred Jumbo states the MOA has been legally reviewed, working with high school for selection of courses and identifying pathways.

Regent Bigman motions to amend resolution to include 1-year term, second by Regent Toadecheenie. Correct grammatical error.

Vote for amending motion: 7-0-0.

Vote for approving motion: 7-0-0.

- Action Item 3 “C” – Approving an Investment Plan and Policy Appendix for Excess Operating Cash of Diné College; Establishing a New Separate Account at Northern Trust Company; and Approving a Discounted Fee Proposal from Mette Associates LLC.
Read into record by Regent Toadecheenie

Regent BeGaye motion to approve resolution, second by Regent Dennison.

Discussion: Regent Bigman motions for amend resolution as listed below, second by Regent BeGaye.

- Revise “management” to “President and Investment Committee”
- Include the attachments
- Add attachment “C” from KPMG

✚ Regent BeGaye request clarification for Tallsalt Advisors and Mette Associates LCC.

- The invest advisor legal entity is named Mette Associates LLC. The branding entity is Tallsalt Advisors.

✚ Regent Bigman recommends three methods of detailing reinvesting the interest.

- Regent Toadecheenie recommends further discussion during Board Retreat and with Investment Committee.

✚ Regent Bigman recommends adding verbiage to sweep funds into one account.

- Dr. Roessel recommends allowing Investment Committee to determine and make recommendation.

DIRECTIVE: Diné College President to take immediate action to invest the funds as directed within the resolution

Diné College President

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- *Regent Hatathlie motions for directive for Diné College President to take immediate action to invest the funds as directed within the resolution, second by Regent BeGaye. Vote: 7-0-0.*

Vote for approving motion: 7-0-0.

Vote for amending motion: 7-0-0.

- Action Item 4 “D” – Amending DC-MAY-2313-18, Updating the appointments for the Academic and Student Success Committee, Audit and Investment Committee, Governance Committee for the Diné College Board of Regents.

Read into record by Regent Toadecheenie

Regent Toadecheenie motions to approve resolution, second by Regent Hoskie.

Discussion: Update typo in subsections labeled with lower case alphabets. Regent Bigman discuss removing the “Amending” within title, however intent within resolution does not require.

- ✚ Regent BeGaye notes the original resolution or resolution presented today should note if staff are voting members. Regent BeGaye’s recommendation to have staff as advisory members only.

Vote for approving motion: 7-0-0.

- Action Item 5 “E” – Accepting and Authorizing the Expenditure of \$438,000 (Four Hundred Thirty-Eight Thousand Dollars) for energy-efficient, off-the grid PassivDom housing for faculty and/or staff from PassivDom from Reno, Nevada. Three (3) modulOne and one (1) modulTwo units for Tsaile campus.

Read into record by Regent Toadecheenie

Regent Toadecheenie motions to approve resolution, second by Regent Dennison.

Discussion: Regent BeGaye inquires of long-term plans to address housing needs and asks if this a pilot project. Regent BeGaye inquires of maintenance costs on current

Whereas #3, The Diné College Board of Regents directed Diné College President to engage in finding a sustainable eco-friendly housing for faculty housing in directive at August 10th 2018 regular meeting.

Resolution Sponsor

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<ul style="list-style-type: none"> • Action Item 6 “F” – <u>Approving a one (1) year contract in the amount of \$60,000 with Cris Balzano to provide New Mexico legislative and governmental lobbying services to assist Diné College in securing funding and support.</u> <p>Read into record by Regent Toadecheenie Regent Toadecheenie motions to approve resolution, second by Regent BeGaye. Discussion: Dr. Roessel informs the board the amount for the services does not require board approval, however transparency is important.</p> <ul style="list-style-type: none"> ✚ Regent Toadecheenie inquires if the contract covers 1 year only. <ul style="list-style-type: none"> ○ Dr. Roessel confirms it is only for one (1) year. <p>Regent Toadecheenie motions to amend resolution to include 1-year contract in the title and Therefore Be it Resolved, second by Regent BeGaye.</p> <p>Vote for approving motion: 7-0-0. Vote for amending motion: 7-0-0.</p>		
<p>XII. Executive Session: Regent Dennison motions to enter executive session, second by Regent Begay. Enter: 2:45 p.m. Vote: 6-0-0.</p> <p>Regent BeGaye motion to exit executive session, second by Regent Dennison. Exit: 2:51 p.m. Vote: 6-0-0.</p>	<p>No directives were provided after exiting executive session.</p>	
<p>XIII. Next Meeting:</p> <ul style="list-style-type: none"> ▪ Board of Regents Regular Meeting Friday, December 14, 2018, 9 a.m. Proposed Location: 620C BOR Conference Room. Tsaille, AZ 		

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XIV. Adjournment:

Motion to adjourn by Regent BeGaye, second by Regent Toadecheenie.

Vote: 7-0-0.

Discussion: None.

Meeting adjourned at 2:53 p.m.

Respectfully submitted by: Michelle Cury, Diné College Board of Regents Executive Assistant