



## Board of Regents Regular Meeting

September 18<sup>th</sup>, 2020  
LCOOCC Main Campus in Boardroom

### Minutes

1. Opening Prayer with Daryl Coons Jr.
2. Call to order at 9:20
3. Roll Call - Marie Basty, Kyle Van Acker, Jason Bisonette, Daryl Coons Jr., Melissa Lewis. Absent: Gary Gerber & Monica Chase
4. Approval of today's agenda

**Motion – Daryl Coons Jr. motioned to approve today's agenda with additions to the President's report, letter D to ratify motion for parking lot bid and letter E for faculty handbook. Melissa Lewis seconded motion. Motion carried.**

5. Approval of previous meeting minutes

**Motion – Kyle Van Acker motioned to approve previous meeting minutes. Marie Basty seconded motion. Motion carried.**

6. Public Comment - NA
7. Student Senate Report - NA
8. Tribal Governing Board Liaison Report - NA
9. Financial Overview

Audit is currently delayed because they need to do additional testing for financial aid for NSLDS reporting requirements. Should be ready to report at the next meeting. Have the draft of the audit but it is not finalized. Getting budget information into Jenzabar and should be turned on soon for the budget managers to see real time. Lot of grant activity going on and the new title III starts in October and looking to close out in September for the old Title III grants. Mark is tracking the COVID grants and working to spend the WI Cares Act by October. The PPP loan is a note payable as of right now, after we submit for the forgiveness and it should be showing as income for this fiscal year.

Started doing the ratios and there are additional ratios we can do. We did some what-if scenarios along with the ratios. The one given out today, has



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changed numbers because last year was the first year from changing from 3 net assets to titling it without donor restrictions and with donor restrictions. Went from 3 categories to 2. We still track it that way but have to report it different.

We have been working towards being able to do these ratios to better show the status of the college financially. When looking at the primary reserve ratio and the last few years have dipped down past the benchmark. This is because we have been spending money to improve the college more so than other years. It does not mean we are spending money that we don't have. So this year we have about 4 months of operating capital for the reserve. We would like to set a goal of how much we want to have in our reserve and strive for that. Possibly have a 9-month goal for our reserve. Could look at this kind of data semesterly, or every 6 months. The benchmarks are higher-ed related benchmarks.

With the what-if scenarios, we have the PPP loan that we could be receiving back as revenue and we also have two other sources as lost revenue and cost of attendance for the COVID grant money. So, the what-if scenarios is if we receive those monies back to us showing the increase. Our ratios would be different than a for profit institutions. Keep in mind the what-ifs are just an estimate if everything stayed the same. In order for us to get that revenue we have to go through a series of steps. For the cost of attendance, we will have to reach out to each student who owes from the Spring and have them sign a letter to waive their tuition. Tuition revenue increased this fiscal year but some of it got eaten up because of the additional scholarships for the bachelor students. However, now we have additional state money of almost \$300,000 from the previous year. Salary increased because of the additional people that were hired this past year. Invest and spend money to make money the next year. Also, financial aid and business office have been collecting more money from students so that is a good start. For total tuition discount rate, we are currently looking at 37% which the goal would be less than 40%. If you want to work a little harder to get out of pocket payments from students, might be hard at first with students but after a while it will become easier. This would really help our bad debt expense. We continue to have that conversation with students from the beginning about how they plan to pay for their balance, especially if they aren't eligible for financial aid.

Aggressively spending money to get things spent down for the Wisconsin Cares Act. We are roughly about 50% spent down and yesterday walked around the campus to look at the facility and identify other improvements we need to make. Technology upgrades, looking at network improvements. Overall \$4.3m that the college has received. We are about 64% obligated includes the loss of revenue and tuition. The discussion we are having for tuition, we are trying to figure out how we can reduce the tuition and should help out allowance for doubtful accounts. Projects we are currently working on would be the roof,



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security system, controlled access, cellular booster, overhead paging system, quarantine center above the garage, front marquee sign, and wheel loader. Just trying to spend money as fast as we can that are an allowable expense. The guidance for each of these resources are vague on what is allowable but just having justification as to why we are purchasing or spending the money they way we are. Looking to purchase a bigger van/shuttle for classroom transportation.

**Motion – Melissa Lewis motioned to approve the financial overview. Marie Basty seconded motion. Motion carried.**

Break 10:36am – 10:51

### 10. President's Report

President will be working remotely next week and Karen will be acting as president.

- a) Presidents Campus-Wide Wellness Initiative  
Having a conversation with Emily Burger, faculty for culinary program, to suggest what we can do here at the college to promote wellness to staff, faculty, and students. Come up with a structured campaign going forward. The education aspect, going over overall wellness. Possibly go over something at all staff meetings. Possibly have a wellness club with students and possibly have something in the newsletter that would include tips and suggestions for exercise and healthy food options. Possibly looking into what we can do with the Bakade Café to go along with this initiative. See if we can get some of the food we use locally instead of all of it from Sysco. Maybe doing some challenges to engage people such as counting steps and having to meet goals or weight loss challenge, etc. Do some research on how to make a commitment for the college to get locally grown resources within a possible radius. Possibly having a certificate available for farm to table.
- b) Proposed Alumni Board Subcommittee  
We have just started an alumni committee at the college headed by Jessica Wagner-Schultz. Would like to have a least one person from the board be a part of the committee. Maybe have an alumni person of the year. (find out how often the alumni committee plans to meet and let BOR know). Possibly looking into a card that people could use where the proceeds go back to the college, similar to Amazon Smile.

**Motion – Melissa Lewis motioned to authorize to have one regent represented at the alumni committee on a rotated basis. Daryl Coons Jr. seconded motion. Motion carried**



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- c) Motion to authorize President to engage IT Consultant to improve network reliability, redundancy, effectiveness, and security.

**Motion – Daryl Coons Jr. motioned to authorize the President to engage IT Consultant, Dale Legacie, to improve network reliability, redundancy, effectiveness and security for \$42,000. Kyle Van Acker seconded motion. Motion carried.**

- d) Ratify motion for parking lot bid

**Motion – Kyle Van Acker motioned to ratify the previous motion authorizing the president to approve the contract with Monarch Paving Company bid for \$31,436. Daryl Coons Jr. seconded motion. Motion carried.**

- e) Revised faculty handbook

**Motion – Melissa Lewis motioned to approve the revised faculty handbook. Daryl Coons Jr. seconded motion. Motion carried.**

Break 12:17 – 12:25

Acknowledged by the board that the president had notified the regents about the feasibility study for programs.

Main campus enrollment is up by 3 students, Bad River is up by 6 students, LDF is down by 11 students, Red Cliff is down by 27 students which is mainly because of the ECCP program not being done this fall, and St. Croix is about the same at 29.

Should be having an estimated increase of about \$500,000 for our 471 funds next year which would get in July. We have an increase in Title III increase of about \$210,000 and this would be because of the increase in ISC. This hasn't been added into our ratios.

We would like to offer vocational trades programs to increase the male enrollment here at the college. Possibly looking to do men support groups. Also would like to start recruiting more for Native students in the nursing program. Most of the students in the program are non-native at this time. We are offering the GED program and right now we have probably under 10 students right now. We just applied for GED funding from the American Indian College fund because as of right now we are paying for the program through our budget and assisted through Work Base Learning.



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Would like to have a professional network of tribal directors that work with our populations that don't get a lot of services. Possibly sitting down with these different services and asking them how we can help with education for these people. Seeing those opportunities and moving towards that.

**Motion – Kyle Van Acker motioned to approve the President's report. Daryl Coons Jr. seconded motion. Motion carried.**

### 11. Other

- a) Board photos - group photo next meeting
- b) Board Election – executive session

**Motion – Kyle Van Acker motioned to go into executive session at 1:04pm. Daryl Coons Jr. seconded motion. Motion carried.**

### 12. Executive Session

**Motion – Melissa Lewis motioned to come out of executive session at 1:20. Daryl Coons Jr. Seconded motion. Motion carried.**

**Motion – Marie Basty motioned to the board for Jason Bisonette as the Chair, Monica Chase as Vice Chair, Daryl Coons Jr. as Secretary, and Marie Basty as Treasurer. Melissa Lewis seconded motion. Motion carried.**

### 13. Next Meeting – October 16th, 2020.

### 14. Adjournment

**Motion – Marie Basty motioned to adjourn at 1:22 . Daryl Coons Jr. seconded motion. Motion carried.**