



Board of Regents Regular Meeting

August 20th, 2021

LCOOC Boardroom

AGENDA

Our Mission

The Lac Courte Oreilles Ojibwe College mission is to provide Anishinaabe communities with post-secondary and continuing education while advancing the language, culture, and history of the Ojibwe.

1. Opening Prayer
2. Call to order – 9:17 am
3. Roll Call - Monica Chase, Melissa Lewis, Daryl Coons Jr., Kyle Van Acker, Marie Basty, Gary not present, Jason Bisonette arrived at 9:43 am
4. LCOOC Mission Statement
Mission statement read by Monica Chase.
5. Approval of today's agenda
Motion – Melissa Lewis motioned to approve agenda with proposed additions. Daryl Coons Jr. seconded motion. Motion carried.
6. Approval of previous meeting minutes – Kyle Van Acker, Melissa Lewis
Motion – Kyle Van Acker motioned to approve minutes. Melissa Lewis seconded motion. Motion carried.
7. Public Comment – NA
8. Student Senate Report – NA
9. Tribal Governing Board Liaison Report – Ms. Gouge
Acknowledged steps College is taking to keep community safe during pandemic. Requested support services in place for mental health continue. LCO TGB is looking to use COVID funding to address homelessness and substance abuse.
10. Financial Overview
Business Office: New ARP guidance allows “write-off” of balances for students enrolled after March 13, 2021. A total of \$462,179.79 has been written off for a total of 205 students. Amnesty program put on hold since ARP funding is able to take care of student balances.



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Audit still in progress. Auditors have been contacted several times to get information regarding timeframe for when they plan to be on campus. They are still waiting for guidance on the federal programs before they schedule time on campus.

Closed our fiscal year by engaging a consultant to fix the errors with trial balances and journal entries. There are now issues with trial balances for FY21-22 so having the consultant work on that now.

Program viability and tuition review being done. Tuition review with BOR will take place in November.

Budget – Finished FY 20-21 under budget by \$364,000. College received 93% of revenue budgeted for and spent 84% of expenses we budgeted for. Most of the unspent budget was allocated for positions that remained vacant.

Financial Aid – Disbursements for summer complete.

Grants – College received extension for Perkins grant. We have until September 30th to spend funds out. WBL grant finished. June 30th, new grant awarded for WBL started July 1st.

Financials – July's statement of Activity will be presented to BOR once trial balance error is fixed.

Ratios – Equity ratio above last years, still in benchmark range. Operating margin ratio a lot higher than last year, makes sense due to COVID funding. Primary reserve ratio line matches up with the planned deficiency in FY2018 and FY2019 as College invested in staff and technology. Good to see other ratios are starting to come back up as well. Only concern is these ratios will look good for awhile due to COVID funding. A priority will be to strategize as a team how to maintain this moving forward beyond COVID funding.

a. **COVID Financial Report**

New COVID report paints a clearer picture of how much College has received in COVID funding, how much we've spent, and what is projected to be spent. A total of \$6,069,587.00 has been expended to date out of the \$11,204,113.00 received through the various COVID funding sources. Planned major purchases include HVAC upgrades, management software consultant, prepayment for management software annual fees, and various campus renovations. Purchases must be allowable through the guidance set forth for the various funding sources. Looking into the modular buildings purchased by LCO K-12. College may be eligible to use funding to purchase a few for the College and use at outreach sites with space limitations, specifically at Red Cliff and LDF. Mr. Montano will look



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into this.

Motion – Kyle Van Acker motioned to accept financial report. Daryl Coons Jr. seconded motion. Motion carried.

11. President's Report

a. Discuss 2021 Assembly Bill 428

Highlighted – Will have to sit down with College of Menomonie nation and agree to who will serve. Dr. Swagger is Ad hoc, doesn't get a vote. Gerry Petrowski visited a few weeks ago, is aware of legislation. Board to board with College of Menominee Nation would be nice to have. President of CMN is visiting with Dr. Swagger this week.

The bill allows for the following 3 members to represent State's TCUs:

1. Member of BOR
2. Financial administrator
3. Student

Will need to sit with College of Menomonie Nation to determine who these members will be.

b. DRAFT Annual Report

Not in final format. Recommendation to add photo of BOR to annual report.

c. Fall 2021 Enrollment Update

Enrollment up from last fall at this point in time. Additional enrollment to come from subterm b and CTCE programming.

Retention numbers lower in 2020 than previous years. COVID has impacted student participation on campus. Retention numbers fall to fall. Retention rate presented to be reviewed for more information. Need to confirm if this is all students, or first-time, full-time, etc....

d. Board of Regents Employee Appreciation August 24, 2021

Staff will arrive at 8:30am. Professional development opportunity for the 100 Anniversary of the Chippewa Flowage will occur during Pontoon tour. BOR will serve lunch to staff at Landing.

e. Mary Bujold (Maxfield Research) Master Facility Plan feasibility study Review and send email if something isn't clear or more information is needed.

Ms. Bujold confirmed the need for housing in each community we serve. The feasibility study will be used to secure low-income housing tax credits for family housing. All information in the study informs things down the



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road. BOR will receive this document next week.

- f. Procurement policy (Presidents spending authority) (Attached)
Increase BOR authorization from \$10,000 to \$50,000. Maintained spending authority and managers of \$5,000. Anything \$50,000 or over will go to board for approval.

Motion – Monica Chase motioned to approve the procurement policy. Daryl Coons Jr. seconded motion. Motion carried.

- g. COVID
Mask mandate has been reimplemented. Everyone will still go through screening processes upon entry. College isn't requiring vaccinations or weekly testing. Other tribal entities are denying paid leave for individuals positive or exposed to COVID that aren't vaccinated or refuse to provide test results. LCO K-12 requiring masks and limiting access to building.

College included in Senate appropriation for Agriculture and Rural Dev. Application submitted for single housing and dormitories. If awarded College will receive 5 million for housing efforts.

Ashland county jail – courses scheduled to take place late September. Recommendation to look into programming for military personnel, preferably accelerated.

Motion – Melissa Lewis motioned to accept the President's report. Marie Basty seconded motion. Motion carried.

Other

- a) Policy Remote Work
Motion – Kyle Van Acker motioned to approve policy. Monica Chase seconded motion. Motion carried.
- b) Policy 7.7 Use of Computers
Policy drafted to include Learning Management System.
Motion – Melissa motioned to approve Policy 7.7 Use of Computers. Daryl Coons Jr. seconded motion. Motion carried.
- c) Policy 13.2 College Property
Motion – Monica Chase motioned to approve Policy 13.2 College Property. Kyle Van Acker seconded motion. Motion carried.

Break - 11:39am – 12:05pm

- d) Procurement
 - i. Ratification of email votes



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1. Bathroom project
Change order for \$300.
Motion – Monica Chase motioned to approve change order and ratify vote. Kyle Van Acker seconded motion. Motion carried.

2. Tent
Framed tent with side walls, 30X60. Look at affixing logo to tent.
Motion – Monica Chase motioned to approve purchase of tent. Daryl Coons Jr. seconded motion. Motion carried.

- ii. New procurement requests
 1. Uwill
One year of service for mental health counseling for all students and staff/faculty, zoom with counselor. Everyone will have access to this service. A plus is having Native American counselors available. We are still referring for local mental health services. Will provide reports on number of people accessing services. Make sure students are aware of all options available to them, not just the Uwill platform.

Motion – Melissa Lewis motioned to approve request. Daryl Coons Jr. seconded motion. Motion carried.

 2. DSC Communications
Prepay 5 years in advance.
Motion – Kyle Van Acker motioned to approve request. Monica Chase seconded motion. Motion carried.

 3. South Lake Motors
Change in vendors. Will utilize purchase from Don Johnson motors instead. \$57,287.50
Motion – Monica Chase motioned to approve request. Marie Basty seconded motion. Motion carried.

 4. EPA Audio Visual
Additional needs after initial installation. Will include wireless controllers and USB switching device for laptop connection.
Motion – Melissa Lewis motioned to approve. Marie Basty seconded motion. Motion carried.

 5. DSC 2-year extended warranty



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Manufacturer warranty for \$11,750.

Motion – Daryl Coons Jr. motioned to approve. Kyle Van Acker seconded motion. Motion carried.

6. DSC 5 added doors control system
Five additional exterior access control panels for \$31,770.

Motion – Daryl Coons Jr. motioned to approve. Marie Basty seconded motion. Motion carried.

- e) Temporary Policy: Paid Administrative Leave
Tabled

12. Executive Session 12:45 pm – 1:30pm

Motion –Monica Chase motioned to go into executive session. Melissa Lewis seconded motion. Motion carried.

Motion – Melissa Lewis motioned to exit executive session. Monica Chase seconded motion. Motion carried.

13. Next Meeting – September 17, 2021

14. Adjournment – 1:32 pm