

**Salish Kootenai College Board of Directors  
Board Meeting Minutes  
Friday, October 16, 2020  
Robert Depoe Classrooms 142-143  
Social Distancing**

Members present: Jim Durglo, Ronda Howlett, Jennifer Finley, Jamie Courville, Nich'e Caye, Felicia Paul and President Sandra Boham.

Members absent: 1 Vacant Board Position

Others present: Dan Durglo, Stacey Sherwin, Audrey Plouffe, Tracie McDonald, Nick Roberts, SKC Foundation; Rick Everett, SKC Forestry Instructor and Anita Big Spring.

**Meeting Call to Order**

Jim Durglo, SKC Board Chair called the SKC Board of Directors meeting to order at 12:45 pm with the opening prayer by Tracie McDonald.

**Open for Groups and Individuals**

None

**Consent Agenda**

Reports (included in packet) Questions/Comments  
September 9, 2020 Meeting Minutes  
Financial Report  
Personnel Report  
Student Services Report  
Vice President for Academic Affairs  
SKC Foundation Report

Motion by Ronda Howlett to approve the consent agenda which includes the September 9, 2020 board minutes. Motion by Jamie Courville, second by Ronda Howlett. Voting 6 For 0 Against, 1 board vacancy. Motion carried.

**President's Report**

President Boham briefed the board on the following:

- Enrollment Report
- Lots of Applications for Winter quarter.
- SKC is the only Tribal College in session on campus.
- Preparing for Accreditation review in Dental and Social Work.
- Full Accreditation in April.

- Board Policy on the Web
- Changes in Accreditation and transparency. We will begin posting minutes on line and the monthly agenda.
- Graduation 2021. Planning a drive in graduation ceremony.
- COVID 19 call every Friday at noon.
- President's newsletter to staff/faculty every Friday.
- Harvest Dinner for our students this year will be a drive-thru and baskets of Turkey/Ham with the trimmings will be distributed on November 13, 2020.
- Last day of fall quarter classes is November 20, 2020 and winter quarter classes will begin on January 4, 2021.
- The SLED language program is Culture program in order. Language apprentice, SPCC is closed. Apprentice's doing the program here on campus. Meshed with the Salish Language Education Program. They have hired Kootenai and Salish cultural specialist.
- Founder's Week – Employee Honorees (we have not honored in Spring of 2020). We would also like to Honor the 2021 staff/faculty honorees. President Boham will follow up with the Board.
- SKC Preview Week will be posted on the SKC Facebook page.
- Early Learning Center Culture for professional development.
- Kudo's to Audrey and the business crew re: Regulations of COVID 19 monies.
- Participate in the Montana National Guard Tuition Waiver
- Organizational Chart presented to the Board.

### **SKC Master's Degree in Natural Resource Management**

Dr. Stacey Sherwin and Dr. Rick Everett presented the proposal for Master of Science in Natural Resource Management. SKC Board of Directors initial approval for planning August 14, 2019. They would like approval by the SKC Board of Directors to move forward with a completion of a substantive change to be submitted to the Northwest Community College and Universities.

Motion by Jamie Courville to have SKC submit substantive change proposal to Northwest Community College and Universities for the SKC Master's Degree in Natural Resource Management. Second by Jennifer Finley. Voting 6 For, 0 Against, 1 board vacancy. Motion Carried.

### **Policies**

#### Policy 301.00 Credit Card

Motion by Ronda Howlett to approve the changes in Policy 301.00 Credit Card Policy. Second by Jennifer Finley. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

#### Policy 302.00 Petty Cash

Motion by Ronda Howlett to approve the changes to Policy 302.00 Petty Cash Policy. Second by Felicia Paul. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

305.00 Purchase of Supplies Policy

Motion by Ronda Howlett to delete Policy 305.00 Purchase of Supplies. Second by Jamie Courville. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 303.00 Receipt of All Revenues

Motion by Ronda Howlett to delete Policy 303.00 Receipt of All Revenues and moving it to procedures. Second by Jennifer Finley. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 306.00 Purchase of Equipment

Motion by Nich'e Caye to approve the change in Policy 306.00 Purchase of Equipment. Second by Felicia Paul. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 306.10 Procurement

Motion by Felicia Paul to approve changes in Policy 306.10 Procurement. Second by Ronda Howlett. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 308.10 Air Travel

Motion by Jennifer Finley to approve the changes in Policy 308.10 Air Travel. Second by Nich'e Caye. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 308.20 Automobile Travel

Motion by Ronda Howlett to approve the changes in Policy 308.20 Automobile Travel. Second by Jennifer Finley. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 308.40 Other Travel Expense

Motion by Felicia Paul to approve the changes in Policy 308.40 Other Travel Expenses. Second by Nich'e Caye. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 308.60 Travel Requests and Trip Reports

Motion by Jennifer Finley to approve the changes in Policy 308.60 Travel Requests and Trip Reports. Second by Ronda Howlett. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 310.10 Equipment Inventory

Motion by Nich'e Caye to approve the changes in Policy 310.10 Equipment Inventory. Second by Felicia Paul. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 311.00 Debt Approval Policy

Motion by Jennifer Finley to approve the changes in Policy 311.00 Debt Approval Policy. Second by Nich'e Caye. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

Policy 340.00 Guardianship Funds Policy

Motion by Ronda Howlett to approve the deletion of Policy 340.00 which is repetitive from policy on cash control. Second by Jennifer Finley. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

SKC Foundation Board Members

Motion by Jamie Courville to appoint Leonard Gray to the SKC Foundation Board and reappoint Bruno Friia, Joe McDonald, and Ernest "Bud" Moran to the SKC Foundation Board. Second by Ronda Howlett. Voting 6 For, 0 Against, 1 board vacancy. Motion carried.

The next scheduled meeting will be determined on a virtual board retreat.

Executive session called at 2:45 pm.

The October 16, 2020 SKC Board of Directors meeting adjourned at 4:15 pm

Respectfully submitted,

Anita C. Big Spring  
SKC Board Recording Secretary