Stone Child College

Progress Report

October 16, 2009
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Introduction

Located on the Rocky Boy’s Indian reservation in north central Montana is Stone Child College, a tribally controlled community college. The Rocky Boy’s Indian Reservation is the smallest of seven reservations in Montana. We have approximately 3,800 people residing on the reservation with a total of 6,200 enrolled members of the Chippewa Cree tribe.

In 1984 Stone Child College was chartered by the Chippewa Cree Tribal Business Committee. It was the belief of tribal leaders that the establishment of a college was necessary for the preservation and maintenance of the Chippewa Cree culture, Cree language, history and educational training of our tribal membership. Off reservation training and college studies programs were not adequately meeting the needs of the Rocky Boy’s community. Stone Child College accepted the challenge to provide quality post secondary education opportunities.

Stone Child College held classes in a wide variety of locations during the first five years of its existence. Any empty structure that could be used to hold classes was utilized. A public school housing unit was used for offices for the administration of the college. The tribe donated a facility that had been a tribal high school to Stone Child College in 1989. All Stone Child College activities were conducted from this facility until 1993 when an academic building, Kennewash Hall, was constructed. The Sitting Old Woman Center was constructed in 1996 to accommodate the growth of the institution. The main facility began to have structural problems as the student population continued to grow.

A series of needs assessments were completed and indicated the need for a new campus. Funds and location for the new campus became available and Stone Child College moved forward with the construction of the new campus. In 2001, Stone Child College built a log cabin structure donated by the American Indian College Fund (AICF), which currently houses the National Tribal Development Association (NTDA). In 2002, Stone Child College completed the Sitting Old Woman Center that houses the library, Registrar/Admissions, Financial Aid, Student Services, Business Office, Bookstore and numerous other offices. In 2003, Stone Child College completed yet another phase, Kennewash Hall, which houses 11 large classrooms, faculty offices, administration, Foundations and Research, and a conference room. Both Sitting Old Woman and Kennewash Hall were transferred to the present Stone Child College campus. In 2006, the Jon “Cubby” Morsette Vocational Center was completed, which houses 2 large shop areas, 1 large gathering area, office space, fine arts and pre-engineering classrooms. Beginning in the early spring of 2009, Stone Child College began the construction of a Health Center, which includes a gymnasium and is scheduled for completion in early 2010. Funding for this project was provided in part by the Title III program and Rural Development Administration (RDA) in the amount of $3,140,000.00.

Stone Child College is a healthy and growing institution that has a clear mission and purpose in continuing to meet the educational and training needs of the local community and surrounding area. As the educational institution of the Chippewa Cree Tribe, Stone Child College will continue to meet its objectives and fulfill its mission for the residents of the Rocky Boy’s Indian Reservation.
Following the comprehensive visit by the NWCCU in the spring of 2008, Stone Child College received a total of nine recommendations from NWCCU.

On July 28, 2009, the Northwest Commission on Colleges and Universities requested that Stone Child College prepare a progress report in regard to Recommendation 8 of the spring 2008 Comprehensive Evaluation Report where the Commission found that the college does not meet the criteria for accreditation. Recommendation 8 stated the following:

“The committee recommends that SCC develop a governing board policy guiding the use and limit of debt (Standard 7.A.4).”

Therefore, this progress report addresses recommendation Eight (Standard 7.A.4).
**Standard Seven (7.A.4)**

Debt for capital outlay purposes is periodically reviewed, carefully controlled, and justified, so as not to create an unreasonable drain on resources available for educational purposes. The institution has a governing board policy guiding the use and limit of debt.

At the time of the comprehensive visit, Stone Child College did not have a written policy addressing debt for capital outlay purposes, but relied upon verbal approvals from the Board and President.

Since receiving the recommendation, Stone Child College drafted a policy in the summer of 2009 and presented it to the Board of Regents for approval as a 1st reading, during their regular monthly meeting held on August 25, 2009. See meeting minutes in Appendix II, yellow highlighted section.

The 2nd reading of this policy was revisited by the newly appointed Board of Regents on September 9, 2009 and the subsequent final approval on September 21, 2009. See meeting minutes in Appendix II, yellow highlighted sections.

Also attached in this document is the final adopted Debt Management Policy in Appendix I.
Concluding Statement

Stone Child College is committed to providing the best possible educational environment to its students, a process that can only be accomplished by constantly evaluating and updating programs, processes and policies.

Stone Child College has completed and implemented the newly adopted Debt Management Policy 327.00 that was recommended by the Northwest Commission on Colleges and Universities.

The College has also updated its Policies & Procedures Manual to include the newly adopted policy. This policy can be found under the Finance Chapter, following the Severance Pay Section. A copy of the Policies & Procedures Manual is included in the printed copies packet for reference.

Stone Child College is extremely indebted to the NWCCU for their tireless efforts in the self study processes, as this recommendation has enabled Stone Child College to develop and implement a formal Debt Management Policy.
Appendix I – Debt Management Policy

327.00

Debt Management Policy

Debt capital, with careful management, can be a very useful resource for the College. It is the intent of the Board that borrowing on behalf of the College is limited only to a Board action. The only exception to this rule is an emergency as deemed by the President and a quorum of Board members. The College may acquire a loan only in the event an emergency is declared and further borrowing becomes necessary:

1. Short term financing refers to borrowed capital that will be repaid within one year. In general, we refer to that as an operating loan. Operating loans and the payback applicable will not be in excess of twelve months.

   a. In the event a shortfall in the overall budget results in cash flow problems, a short-term loan may be considered. A loan of this nature will require a plan of repayment in the next year’s budget to incorporate the shortfall repayment.

2. Long term financing refers to borrowed capital for major purchases or construction that will be repaid over a period longer than one year. Assets may be pledged as collateral to reduce the rate of a loan. It is the Business Manager’s responsibility to make sure assets are released from the lender when the debt is paid.

Before incurring any debt, the College administration will research available institutions, obtain lending rates, and report to the Board on all available resources. The administration will present a viable payback plan when presenting a request for borrowing of funds.

ADOPTED: September 21, 2009, to be reviewed periodically
Appendix II – Meeting Minutes
STONE CHILD COLLEGE BOARD OF REGENTS
Meeting Minutes – August 25, 2009

INVOCATION – Rick Morsette

ROLL CALL/CALL TO ORDER – The meeting was called to order by Joseph LaFromboise.
Members present: Larry Morsette Jr., Rick Morsette, Susan Sutherland, Mona Galbavy.

Members absent: Russell Gopher, Bruce Sun Child, Tim Rosette.

Others Present: Jewel Whitford, Cory Sangrey, Clarice Morsette, Aimee Montes, Patricia Morsette, Edward Stamper, Frances Top Sky, Wanda St.Marks

APPROVAL OF AGENDA: – Additions to the Agenda:
Travel
- Move Cory from Minneapolis, MN to Brennton Wood, NH, and Denver, Colorado.
- Curriculum Addition

Larry Morsette Jr. made a motion to approve the Agenda for August 25, 2009. Rick Morsette seconded the motion. Motion Carried.

APPROVAL OF PREVIOUS MINUTES:
Meeting minutes of May 26, 2009 were reviewed. Larry Morsette Jr. made a motion to approve the minutes of May 26, 2009. Motion seconded by Rick Morsette. Motion Carried.

BUDGET 1st Reading: Joe LaFromboise asked is any major changes were made to the 2009 Budget. Included in the Budget was a 2% increase that goes with the staff steps on the salary scale, also included was a 5% cost of living.

Mona Galbavy mentioned at the last meeting in Billings a report of all employees’ compensation system was handed out, this report was broken down with all employees and their salaries; everyone should have a copy of this report to view.

Susan Sutherland asked according to the Salary Schedule every staff person is on the report, and that’s going to automatically be 2% more next year because everyone is going down a step? and on top of that you’re requesting straight across the board a 5% for everybody?

Mona Galbavy requests getting the employee salary list two years back 2009 and the proposed 2010. A more detailed list to compare for the next meeting?

A meeting is scheduled for September 9, 2009 at 4:00 p.m., a notice will be sent out to all board members. Susan Sutherland suggested getting this information before the meeting to go over it, and come prepared.
Mona Galbavy stated at the last meeting we looked at the salaries and yours (Melody Henry) is proposed at $90,000 that is top heavy right now, especially if you are having budget problems right now. When my husband quit after nine years it was $67,000 and you’re already at $90,000 after four years, I think we have to check more, maybe put some freezes on salaries on some administration (higher up).

*Melody Henry commented that Stone Child College is not having any budget problems. The Debt Policy you are referring to is for accreditation, we need to have a policy in place.*

Joe LaFromboise states the second reading will be on September 9th at 4:00 p.m. Jewel Whitford will have the employee salaries available to view. Jewel mentions this information cannot be handed out to take home. This was done before and employees came back and asked me why are you giving my salary information out? I can bring the information to the Board meeting, you can view it then. This is what we have done in the past.

Mona Galbavy asked if Jewel corrected the salary with the four year to a two year (Jeff Henry). Jewel showed Mona the salary scale. Joe told the board to show up early to go over the information.

Susan Sutherland asked if it is common practice when you do raises to go straight across the board or do you ever have people negotiate their salaries. Melody replied that she is the only one that negotiates her salary. Susan asked if she would be included in the 2% & 5%? Melody said she is usually included; the board has always included her. Susan Sutherland stated the 2% you automatically get, the 5% is across the board for everybody and then you come in and negotiate. Melody stated sometimes, last year I negotiated at $90,000.

Rick Morsette made a motion to approve the Budget as 1st reading. Larry Morsette seconded the motion. Motion Carried.

**OLD BUSINESS:**

**(1)-Higher Education/AVT Appeals:** Number one (1) did not meet the deadline, missing acceptance letter. File is complete. (Paulette Standing Rock).

Susan Sutherland made a motion to accept Paulette Standing Rock’s letter of appeal IF she is approved through MSU Northern and returns to a student in good academic standing/financial status.

Motion seconded by Larry Morsette Jr. Motion Carried.

Number 2 – Kelsea Pullin, Susan Sutherland made a motion to put Kelsea Pullin on a waiting list to receive funding, if funding comes available. Rick Morsette seconded the motion. Larry Morsette opposed the motion, because of previous vote. Rick Morsette changes his vote to oppose and rescinds his vote. The motion died from lack of a second.

Larry Morsette Jr. made a motion to approve Kelsea Pullin appeal because of the previous approved applicants. Rick Morsette seconds the motion. Motion Carried.
Discussion was held over adding the two new applicants, Ed Stamper and Frances Top Sky were present for the discussion to see if funds were available ($12,600)

Susan Sutherland added that she finds it easier to say yes to something like this even when it effects the budgets a little, than to say yes to a pow wow bonus, college is about kids going to school. Joe mentioned that this is a whole different department. Melody also explained that this is a tribal program and the tribe has asked the college to run this program. Mona asked what amount does Stone Child College contributes to the Education Funding, Joe stated Stone Child College doesn’t have to contribute, that the tribe has compacted money set aside (comments for clarification).

Number 3 – Ronnie Jo LaMere – incomplete file, no action taken/did not submit a letter of appeal. Grandmother was planning on attending the meeting.

**Debt Policy 1st Reading:** No debt policy in place, Northwest Accreditation recommended creating this policy. Susan Sutherland made a motion to approve as 1st Reading. Larry Morsette Jr., Seconds the motion. Motion Carried as 1st reading. Board will review the pros/cons and have the final reading on September 9, 2009.

**NEW BUSINESS:**

(1) **Selection of Job Announcements:**

**Accounting Clerk** - Aimee Montes was present for the selection. Jewel is recommending Aimee Montes for the Accounting Clerk Position, also to make the temporary contract permanent for Marquita Jilot. Susan Sutherland makes a motion to accept the recommendations of the Business Manager and hire Aimee Montes and Marquita Jilot. Rick Morsette seconds the motion. Motion Carried, Susan Sutherland abstained from voting.

**Foundation & Research Office Clerk** – Edward Stamper is recommending number 2 (Patricia Morsette). Susan Sutherland makes a motion to go with Edward Stamper recommendation and hire Patty Morsette. Mona Galbavy seconds the motion. Motion Carried, Rick Morsette abstained from voting.

**OTHER:**
Curriculum – Larry Morsette Jr. is requesting to the Board of Regents in considering adding an Electronics Technology Degree/Training to the curriculum, to include training on circuit boards, computer wiring etc.

Research on curriculum and have information to the next board meeting on September 22, 2009.

**RJS Monthly Report:** Jim Swan is present for reporting on the August Report. He did not compile hours on the report. (Draft Report)

Melody stated SCC is partners with MSU-Northern on Youth Build. This program will be taking 20 applications. This program is designed for High School Drop Outs, Low Skilled Students or
Referrals from Courts. Will study for GED on Friday's; work 40 hours a week and 9 hours of class time. No stipends are available. All hours will be put in an apprenticeship program; students will be building 2 homes for Housing.

RDA cut so they can fund all tribal colleges.

Resolution on RDA. Accepting the Grant for $220,000 for bleachers, pavement, landscaping. RDA needs a motion to accept for funding purposes.
Larry Morsette made a motion to accept resolution. Motion seconded by Rick Morsette. Motion Carried. 5/0

**TRAVEL:** Larry Morsette made a motion to approve all travel, including additions and changes. Motion seconded by Rick Morsette. Motion Carried.

a. **Cory Sangrey & Kenny Gardipee** – NIEA – October 22-25, 2009, Milwaukee, Wisconsin
c. **Valarie Sun Child, Jewel Whitford, 1 Finance Staff** – September 14 & 15, 2009 – Child Care Block Grant, St.Louis, Missouri
d. **Melody Henry** – New Hampshire – October 11-14, 2009, Denver, Colorado – October 27, AICF Fall Meeting

Board Travel to NIEA- add Joe LaFromboise and Russell Gopher.

**DATE OF NEXT MEETING:** September 22, 2009.

**ADJOURN:** Rick Morsette made a motion to adjourn meeting. Larry Morsette seconded the motion. Meeting Adjourned.
STONE CHILD COLLEGE BOARD OF REGENTS  
Meeting Minutes – September 9, 2009

INVOCATION – Rick Morsette

ROLL CALL/CALL TO ORDER – The meeting was called to order by Bruce Sun Child.  
Members Present: Larry Morsette Jr., Rick Morsette, Susan Sutherland, Mona Galbavy, Bruce Sun Child, Russell Gopher.

Members Absent: Joseph LaFromboise, Tim Rosette Sr.

Others Present: Melody Henry, Jewel Whitford, Cory Sangrey, Edward Stamper, Wanda St.Marks

APPROVAL OF AGENDA: – Larry Morsette Jr. made a motion to approve the Agenda for September 9, 2009. Rick Morsette seconded the motion. Motion Carried.

APPROVAL OF PREVIOUS MINUTES:

Russell Gopher had question on line 105, Ronnie LaMere. Melody stated a letter that was signed by all board members, the letter did not have any authorization of approved or disapproved, Ed Stamper wrote a letter to her to complete her file. The file was since then completed, so an award letter was sent to her.

Susan Sutherland made a motion to approve Ronnie Jo LaMere’s letter. Motion seconded by Russell Gopher. Motion Carried.

Larry Morsette made a motion to approve the meeting minutes of August 25, 2009. Motion seconded by Russell Gopher. Motion Carried.

OLD BUSINESS:

Budget 2nd Reading: Melody provided a hand out of the research on President’s Salary and provided a hand out on Jeff Henry’s current salary along with the proposed SCC salary scale (4 copies).

Russell Gopher made a motion to approve the Budget as 2nd Reading. Rick Morsette seconded the motion. Motion Carried. Opposed, Mona Galbavy, Susan Sutherland.

Susan Sutherland is requesting for a staff member to get salary schedules from other tribal colleges, so it can be compared to Stone Child College.

Debt Policy 2nd Reading: Debt Management Policy is required from the Northwest Accreditation; no changes were made since the last meeting. Larry Morsette Jr. made a motion to approve as 2nd Reading. Motion seconded by Susan Sutherland. Motion Carried.
NEW BUSINESS:

**Bonus:** Susan Sutherland would like to see a policy in place to stop individual people who are going to individual board members asking for a bonus. Susan Sutherland makes a motion, when an issue of a bonus comes up it needs to be addressed at SCC Board Meetings. Mona Galbavy seconded the Motion. Russell Gopher voted yes, Mona Galbavy, yes, Susan Sutherland, yes, Rick Morsette, yes. Larry Morsette, No.

**RJS Contract:** Discussion was held over the RJS contract, last year and current contract. Susan Sutherland asked how much RJS made this year; Melody stated last year’s payment was $73,608.

Russell Gopher made a motion to table the RJS Contract. Rick Morsette seconded the motion. Motion Carried.

**TRAVEL:** Larry Morsette made a motion to approve all travel. Mona Galbavy seconded the motion. Motion Carried.

e. Clarice Morsette – NIEA – October 22-25, 2009, Milwaukee, Wisconsin
g. Marcia McDowell – NIEA – October 22 – 25, 2009, Milwaukee, Wisconsin

**DATE OF NEXT MEETING:** OCTOBER 27, 2009 AT 1:00 P.M.

**ADJOURN:** Larry Morsette made a motion to adjourn meeting. Rick Morsette seconded the motion. Meeting Adjourned.
STONE CHILD COLLEGE BOARD OF REGENTS
Meeting Minutes – September 21, 2009

INVOCATION – Bruce Sun Child

ROLL CALL/CALL TO ORDER – The meeting was called to order by Joseph LaFromboise.
Members Present: Bruce Sun Child, Rick Morsette, Larry Morsette Jr., Susan Sutherland
Members Absent: Tim Rosette Sr., Russell Gopher, Mona Galbavy


APPROVAL OF AGENDA: – Bruce Sun Child made a motion to approve the Agenda for September 21, 2009. Rick Morsette seconded the motion. Motion Carried.

APPROVAL OF PREVIOUS MINUTES:
Bruce Sun Child made a motion to approve the minutes of September 9, 2009. Motion seconded by Larry Morsette Jr. Motion Carried.

OLD BUSINESS:

Budget 3rd Reading: No changes have been made since the last meeting. Bruce Sun Child made a motion to approve FY 2010 Budget (final reading). Larry Morsette Jr. seconded the motion. Motion Carried.

Debt Policy 3rd Reading: Larry Morsette Jr. made a motion to approve the Debt Policy (final reading). Motion seconded by Rick Morsette. Motion Carried.

NEW BUSINESS:

RJS Contract: Bruce Sun Child made a motion approve the four (4) grants that are listed in the packet; Title III Construction, HUD Tribal Colleges and Universities Program (TCUP), Rural Development and ANA Language, plus the option of picking up more grants and will negotiate with RJS if more grants are funded. Motion seconded by Rick Morsette. Motion Carried.

Vacancy Selections: Maintenance/Housekeeping. Melody stated there is a recommendation for Claudette Oats, and is suggesting tabling the Van Driver/Maintenance so SCC can try more applicants out at this position.

Susan Sutherland made a motion to go with the recommendation and hire Claudette Oats. Bruce Sun Child seconds the motion. Motion Carried.

Bruce Sun Child made a motion to hire Darrell Denny as SCC Van Driver/Maintenance. Motion seconded by Rick Morsette. Motion Carried.

Child Care Providers: Bruce Sun Child made a motion to keep the four (4) Child Care
Provider positions open longer to get more applicants. Motion Seconded by Rick Morsette. Motion Carried.

**TRAVEL:** Bruce Sun Child made a motion to approve all travel. Larry Morsette Jr. seconds the motion. Motion Carried.

m. **Eric Shulund** - EPSCOR Project Directors meeting Washington, D.C. October 2009

n. **Doug Crebs** - TCUP Leadership Forum, Albuquerque, NM October 15-18, 2009

o. **2 STEM Faculty and 4 Students** - AISES conference Portland, Oregon October 29-Nov1, 2009

**DATE OF NEXT MEETING:** reschedule, Melody will be on travel this week.

**ADJOURN:** Larry Morsette made a motion to adjourn meeting. Rick Morsette seconded the motion. Meeting Adjourned.