

WETCC Council of Trustees Meeting Minutes

Tuesday, December 15, 2020 2:00 p.m. Virtual Meeting

MEETING MINUTES

Call to order: By Sue Heisler 2:05 pm

PRESENT: Sue Heisler, Dean Johnson, Brent Gish, Dana Goodwin

OTHERS PRESENT: Lorna LaGue, Jennifer McDougall, Gina Murray, Landa Moore, Joan LaVoy, Brian Dingmann, Luke Warnsholz

I. Approval/Amendments to agenda:

- A. Lorna LaGue asked for an executive session at the end of the meeting. Motion to accept the agenda with changes and proceed with an executive session at the end of the meeting by Brent, second by Dean, motion approved 4-0.

II. Public Comments (5 minutes each) - None

- A. **Introduction of New Employees** – Two new employees have started at WETCC, both have been previously affiliated with the college, both addressed the COT. Landa Moore is the new Finance Director, returning to a position she previously held and Joan LaVoy has stepped down from the COT to accept the Head Start Pathways Coordinator position.

III. Action Items:

A. Approval of Meeting Minutes:

- i. Regular Meeting of November 17, 2020 – Motion to approve the minutes as submitted by Dean, second by Dana, motion approved 4-0

B. Financial Statements:

Gina Murray reported the budget upload is having problems so P&L statements are not available yet, staff have reviewed the overall expenditures and provided a financial narrative prepared by Schlenner & Wenner. The audit will start on the 28th, some clean up is still being done to ensure all accounts balance properly. Brent had a question about listing all the income accounts and to see if its possible to present that. Motion to approve the interim financial statements that were provided by Brent, second by Dean, motion approved 4-0.

- i. Financial Narrative (Oct & Nov), Update
- ii. November Foundation Report
- iii. November Check Register

C. COT:

- i. Bylaws – The changes reviewed in the last meeting were reviewed again. Motion to accept the changes of Bylaws by Dean, second by Dana, motion approved 4-0.
- ii. New Member – Council of Trustees acknowledged Joan Lavoy's resignation and thanked her for the many years of service. The board will proceed forward and advertise for the opening on the COT.

WETCC Council of Trustees Meeting Minutes

Tuesday, December 15, 2020 2:00 p.m. Virtual Meeting

D. Large Expenditures:

- i. Cafeteria Fee Fall Refunds - \$7,480 (HERF) – This will be a refund to students since campus has closed since November 2nd and could go under the HERF grant. Motion to approve the refund by Brent, Dana, motion approved 4-0.

E. Contracts: None

F. Policies:

- i. Administrative Drop Withdrawal Policy – Revised & Updated – Brent had a question on of tying positions together and the need to update policies when positions change.
- ii. Financial Aid Satisfactory Academic Progress – Revised – Dean noticed a page numbering error on page 7.
- iii. Student Attendance – Revised & Updated – Dean noticed a page numbering error. Brent would like an updated student handbook on the website.
- iv. Extenuating Circumstances Withdrawal – New – No comments provided

Motion to accept the policies with changes by Dean, second by Dana, motion approved 4-0.

G. President's Report & Monthly Department Updates:

Lorna LaGue said that campus has remained closed since November 2nd. We did officially receive word that the paycheck protection loan was forgiven 100%. We were able to finish our strategic planning sessions and we are working on implementing the changes. The head start grant is well underway and is at 55 potential students interested in the program. We are working on the AICF Transformative grant. Brian has hired a new history instructor. Landa Moore has accepted the Finance Position. Brian and Lorna have been working on articulation agreements with Minn State universities. Lac Courte Oreilles College called a meeting for an Ojibwe College consortium and we will see where that takes us. Stephany is working on the language growth proficiency in language and made some community connections. Customized Ed has been holding courses. Motion to approve the President's report by Brent, second by Dana, motion approved 4-0.

H. Academics

- i. Calendar Discussion – Lorna LaGue – Lorna presented the new Spring semester calendar, and many ideas were addressed with how the semester will start. We will continue to address learning in a safe way and will be starting online and determining a decision at an appropriate time pertaining to the transition back to in-person learning.
- ii. Accreditation Resolution – Lorna presented a resolution to grant approval for Lorna and Brian to pursue an accreditation change with HLC for the delivery of the AA program online. Motion to accept the resolution by Dean, second by Brent, motion approved 4-0.

IV. Calendar Updates:

- A. Friday, December 18th – Staff Holiday Zoom Gathering – 2:00 p.m.
- B. Next COT Meeting – *third Tuesday of each month* – January 19, 2021 – 2:00 p.m.

WETCC Council of Trustees Meeting Minutes

Tuesday, December 15, 2020 2:00 p.m. Virtual Meeting

V. Executive Session:

Motion to go into Executive Session by Dean, second by Dana, the board went into executive session at 4:00 pm. with President LaGue.

Motion to resume the regular session by Brent, second by Dana, regular session resumed at 4:18 pm.

VI. Adjournment

Motion to adjourn the meeting by Dana, second by Dean, Motion approved. Meeting adjourned at 4:21 pm.

12-19-21
Sue Heisler