



CANKDESKA CIKANA
COMMUNITY COLLEGE

Spirit Lake Tribe

CCCC Board of Regents: Bylaws

Revised and approved December 3, 2003

Amended and approved November 2, 2005

Amended and approved June 24, 2013

Revised and approved September 5, 2014

Revised and approved July 6, 2022

Think Dakota



Live Dakota



214 First Avenue
PO Box 269
Fort Totten, North Dakota 58335
Phone: 701-766-4415
www.littlehoop.edu

Table of Contents

CCCC Mission Statement _____ **2**

Per Spirit Lake Tribal Council Charter, amended December 11, 2014, Article Seven: _____ **3**

CCCC Board of Regents Bylaws _____ **4**

I. Additional Member Qualifications (in support of accreditation standards) _____ **4**

II. Student Representative on the CCCC Board of Regents _____ **4**

III. Board Responsibilities _____ **4**

IV. Officers _____ **5**

V. Meetings _____ **5**

VI. Voting Protocol _____ **5**

VII. Quorum _____ **5**

VIII. Compensation _____ **6**

IX. Censoring or Removal _____ **6**

X. Conflict of Interest _____ **7**

XI. College Employment or Tribal Council _____ **7**

XII. Check Signing Authorization _____ **7**

XIII. Indemnification _____ **7**

CCCC Mission Statement

CCCC provides opportunities that lead to student independence and self-sufficiency through academic achievement and continuation of the Spirit Lake Dakota culture and language.

Vision...

CCCC builds a strong and viable Dakota community that enjoys physical, mental, emotional and spiritual health.

Key Values...

Shared Responsibility

- We are respectful of each other.
- We believe in the value of education and vocational training.
- We believe in the potential of our students.
- We value working together.

Commitment to Quality

- We strive to be the very best tribal community college.
- We employ qualified faculty and staff.
- We maintain accreditation standards.

Institutional Outcomes...

- Students will demonstrate innovative and critical thinking skills through effective communication.
- Students will demonstrate skills that promote ethical, responsible, dependable and respectful behavior.
- Students will search, process, present and distribute information using various modes of technology.
- Students will demonstrate an understanding of Dakota culture and tribal values.

Per Spirit Lake Tribal Council Charter, amended December 11, 2014, Article Seven:

The **Spirit Lake Tribal Council shall appoint a Board of Regents** (the “Board”) to administer and oversee the College. **The number of Regents shall be five (5), with a term of office of three (3) years.** The term of office shall commence immediately on the Council's appointment of the Regent. **Each Board member shall be an adult citizen and a member of the Spirit Lake Tribe and otherwise be interested in the affairs of the College.** Every effort shall be made to prevent nepotism in relation to the employees of the College in the appointment of Board members by Council. **The Council may, but is not required to, appoint one Regent from each community district to the CCCC Board of Regents.** The Board may elect a Chairman from among its appointed members and may determine the procedures for its meetings as outlined in the CCCC Board of Regents Bylaws. The Board shall select a President of the College to oversee the operation of the College, who shall have the qualifications as prescribed by the Board consistent with sound operation of the College. The President shall have the authority to manage and operate the College consistent with the powers granted to the President by the Board. The Board, so appointed by the Tribal Council, as well as the Tribal Council, shall not attempt to direct the College's operations or management of its curricula, faculty, or other employees except as may be necessary to comply with the standards of accreditation of the Higher Learning Commission.

CCCC Board of Regents Bylaws

I. Additional Member Qualifications (in support of accreditation standards)

1. Completed a minimum of 60 semester hours of earned college credit or have a bachelor's degree (or higher)
2. CCCC graduate

II. Student Representative on the CCCC Board of Regents

The CCCC Student Senate President (or designee) shall participate at meetings of the CCCC Board of Regents as a non-voting member for a one-year term following Student Senate elections each fall.

III. Board Responsibilities

1. Set the college mission and purpose with assistance from the president and the college's stakeholders.
2. Select the president. The president is the only employee the Board supervises all others work for the President following the chain-of-command as articulated in the CCCC personnel policies.
3. Set institutional policies.
4. Support the President and assess the President's performance on an annual basis using an evaluation tool acceptable to both parties and in alignment with CCCC Personnel Policy.
5. Understand and participate in effective organizational planning that is reviewed annually and updated periodically.
6. Exercise fiduciary responsibility and oversight for the College's annual budget and budget process for the General Fund (fiduciary is acting for the benefit of the College and its constituents, students, faculty, staff, community, Tribe - this requires subordinating the Board members' interests if there is a conflict).
7. Assure budget supports the strategic plan and meets the needs of the College.
8. Serve as an advocate and information source for Tribal members and stakeholders regarding the College and direct them to appropriate sources for information/reports.
9. Follow, support, and enforce College policies and procedures toward legal, ethical integrity and accountability.
10. Assure that Board minutes and policy decisions are made public in a timely manner.

11. Understand and support the College's work for maintaining accreditation standards and practices.
12. Conduct annual Board self-assessment and participate in appropriate higher education training, such as Title IX, as scheduled by the College.

IV. Officers

The Board of Regents will select officers who will serve terms that coincide with their appointment and includes the following:

Chairperson - directs and leads the business of the Board of Regents and as such convenes the meetings and sets the agenda in concert with the President. The Chairperson is responsible, along with the President, in providing appropriate information to the Spirit Lake Tribal Council. The Chairperson is the immediate supervisor of the College President.

Vice Chairperson - in the absence of the Chairperson, will assume the responsibilities of the Chairperson to convene the meeting, to chair the meeting and setting the agenda.

Secretary/Treasurer - will assist the President's office in drafting and dissemination of meeting minutes as well as assuring the archiving of the minutes and other Board reports/documents. Conducts the monthly financial report review, including the bank reconciliation.

V. Meetings

The Board of Regents determines and sets the meeting schedule (dates/times) on an annual basis, generally in the fall of the year. The Chairperson or President may call a special meeting as needed.

VI. Voting Protocol

Members of the Board of Regents vote on all decisions with votes formally recorded. A Board member will recuse themselves should a conflict of interest be determined. The Student Senate representative does not vote.

VII. Quorum

A majority of the Board (3 of 5 members) constitutes a quorum. One member of the quorum must be either the Chairperson or Vice-Chairperson. A quorum is needed for all Board of Regents meetings.

VIII. Compensation

The Board of Regents may set a stipend payment for participation at regular or special meetings, budget permitting. The Board of Regents may also authorize reimbursement expenses for travel consistent with the College' travel policy for attending higher education training or conferences, including anything related to accreditation or governance.

IX. Censoring or Removal

The Board may censor or remove a member for the following reasons:

- A. Interference in the day-to-day operation of the College
- B. Absent from three consecutive meetings (without notice)
- C. Inappropriate behavior at a Board of Regents meeting
- D. Takes College issues to the Tribal Council without Board of Regents' approval
- E. Conviction of a felony (this will result in immediate removal from the Board of Regents)
- F. Becomes substance dependent in a way that affects his/her judgment
- G. Being involved in actions that may jeopardize accreditation
- H. Refusing to remove him/herself when there is a conflict of interest

Censoring may take one or more of the following disciplinary actions:

- A. A verbal warning
- B. A request to peacefully leave meeting
- C. Suspension from one meeting

Removal of a member of the Board of Regents may take place with a majority vote of three of the Board of Regents members for the following reasons:

- A. Has been convicted of a felony
- B. Becomes substance dependent and his/her effectiveness is impaired
- C. Tries to influence the day to day operation of the College
- D. Three consecutive absences for meetings (without notice)
- E. Fails to attend official Board of Regent's training (professional development)

The Board of Regents, at an officially called meeting, by majority vote may remove a Board member for any of the above cited reasons. If a member is officially removed, the Tribal Council will be notified and the appropriate community district will be asked to submit names for consideration to serve on the CCCC Board of Regents. The Chairperson of the Board of Regents will submit to the Spirit Lake Tribal Council a list of candidates for consideration.

X. Conflict of Interest

If there is an issue of conflict of interest on a topic or issue, the Board member must disclose, refrain from the discussion, and abstain from voting on the issue. The Board adheres to the College personnel policies that outline the conflict of interest policy.

XI. College Employment or Tribal Council

Should a member of the Board of Regents become an employee of the College, they must resign their position on the Board. Should a Board of Regents member be elected to the Spirit Lake Tribal Council they must resign from the Board.

XII. Check Signing Authorization

Three Board members will have signature authority for all CCCC checks - the Chairperson and two others as determined by the Board. Two authorized signatures are required to legalize a CCCC check. Each of the three members must complete and sign a bank check authorization card.

XIII. Indemnification

Any person (or heirs, executors, or administrators of such person) made or threatened to be made a party to any action, suit or proceeding by reason of the fact that he/she is or was a Regent in office of the Corporation shall be indemnified by the Corporation against any and all liability and the reasonable expenses, including attorney fees and disbursements, received by him/her (or by his/her heirs, executors or administrators) in connection with the defense or settlement of such action, suit, in proceeding or in connection with any appearance therein, except in relation to matters as to which it shall be adjudged in such action, suit or proceeding that such Regent or officer is liable in negligence or misconduct in the performance of his/her duties. Such regrets of indemnification shall not be deemed exclusive if any other rights to which such Regent or officer (or heirs, executors or administrators of such person) may be entitled apart from this indemnification of directors and officers.