

Student Government

OPEN MEETING 10/4/2016

Attendance: Kim Blevins, Margaret Landin, Jasmine Galvin, Mandi Hairy Shirt, Jaime Lawrence, Justin Heart, Anita Monek, Lee Red Horse, Mara Yborra, Walker Hensley (Student Rep-Welding), D.Jay Bell Rock(Student Rep-Criminal Justice), Jayde Bettelyon(Student Rep-Criminal Justice), Brenda? (unable to read signature)

President Kim Blevins asked if any other business needs to be added to agenda. The following was added to agenda: Calendar of Events for October from Jayde B, Healthy Community Coalition by Mara Yborra, and Diversity Council Request from Anita M. Motion by Margaret, second by Mandi

Parade: Letter from Dr. Azure stating propose the time be at 3:00 on Friday October 28th since classes were cancelled once before for the parade that had to get rescheduled. It was brought up that anyone can participate in the parade and if anyone knows of vendors who want to participate let them know. TJES School will need to be contacted for when students are out of school. Need to contact Sam Azure.

The time for parade was tabled but the date will be October 28th, 2016. If programs didn't receive money for decorations they need to submit for ASAP for \$100. If program already submitted for money they will not get it again. Request forms can be found online. Deadline for submission will be October 14th, 2016

Concessions- 1st game November 2nd, 2016 will be ran by the Student Government. On October 18th, the next Open Meeting the sign up sheet for concessions will be available.

Brought up by Anita Monek, that Student Government was asked if they would like to run the concessions during the Career fair on October 19th from 1-4. Someone will need to contact Camille Martel on whether or not student government will run the concessions.

When running concessions, everyone was informed they need food handler's certification. If they have their food handlers certificate it needs to be presented to Student Government. To get food handler's certificate contact Mara Yborra at myborra@uttc.edu or call 701-221-1435

It was brought up by Jayde B. of when a program does run concessions when will the funds be transferred to the program accounts. Kim mentioned there will be policies set up on when funds will be transferred and how long it will take. Also policies of how many people to need help run concessions and how much programs get will also be noted.

It was requested to bring copies of Basketball games to the next open meeting on October 18th, 2016.

Calendar of Events for October- Haunted House on campus on October 28th and 29th. They are looking for volunteers so please contact Sheridan McNeil. There isn't a planned date yet on the

Masquerade Pow Wow. If programs would like to have a booth at the Masquerade Pow Wow, please bring request to the student government's next open meeting on October 18th and the student government rep will bring it to the diversity council.

Students would like a Calendar of Events for each month for the campus. UTTC APP is a good about updates. Myra Yborra and Chris Knoll are contact people for the App. They will see about adding Jaime Lawrence to be able to post updates on the app. The updates to the app need to be approved by Chris or Mara prior to posting. Mass emails are a good communication and signs hanging up on campus. If we could push students to download app it would be great so they can see what's going on around campus.

Mara will look into updating the calendar on the myuttc page and see what needs to be done with updating it.

Criminal justice reps asked if they made their own bylaws and not have to follow the bylaws of student government. It was stated by Margaret that they can have their own by laws but when at student government meetings the student government bylaws will be followed. If they get their bylaws completed the student government asks that they are submitted to them so they know what their bylaws are.

Healthy Community Coalition-Needs a student representative. Their meetings are on the 2nd and 4th Thursday at 8:30 sharp.

Request from Diversity Council- needs a rep for meetings. Student Government reps will discuss this at the next closed meeting.

Meeting Adjourned 12:59 p.m.



UNITED TRIBES
TECHNICAL COLLEGE

Student Government

3315 University Drive
Bismarck, North Dakota 58504
701.255.3285 | www.uttc.edu

Student Government Meeting Agenda October 13, 2016 Meeting began 5:10 p.m.

Attendance: Mandi Hairy Shirt; Justin Heart; Margaret Landin; Jaime Lawrence; Jasmine Galvin; Anita Monek

Not Attending: Kimberlee Blevins

Minutes of Last Meeting: 10-11-16 minutes were not brought up for approval

Treasury Report: n/a

Updated Events:

- *TJES will be having the Child Find will be October 27th, 2016
- *Career Fair will be October 19th, 2016 and Criminal Justice will be handling the concessions
- *Hungry, Hungry Humans Games on October 24th, 2016
- *Parade will be on October 28th, 2016 at 2:30, start at school, then proceed around campus
- *Masquerade Pow wow October 25th, 2016, they would like concessions to be sold
- *First home basketball game is November 2nd, 2016 6:00 and 8:00 p.m.

Concessions:

Following changes to the concession rules:

- 2 people need to be certified food handlers for each concession night
- Adding of the Food Handlers like to the rules online.
- Vocations will clean and put items back where they found them. Any damages to equipment will be charged to the program. A fee of \$20.00 for cleaning will be charged for programs who do not clean up the area after concession nights. (Motion by Jasmine G, Second By Justin H; all in favor- Mandi, Margaret, Jaime, Justin, Jasmine. Motion approved)
- Arrive 2 hours before game time to set up area.
- Take out the extension cords portion from original document, since they are there anyways without needing someone to get them
- Names and numbers need to be updated on the door on who to contact to unlock to get concession items. Anita will check where the key is
- Added to the cheese portion is the workers are to not throw away the hose that attaches to the cheese bags. It is needed as two bags come in the box of cheese and it will be used for both.



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Student Government Meeting Agenda October 18, 2016 Meeting began 12:07 p.m.

Attendance: Mandi Hairy Shirt; Justin Heart; Margaret Landin; Jaime Lawrence; Jasmine Galvin; Anita Monek; Tyson Running Bear (Business); Sheridan McNeil (CTE Director); Dione Bell Rock Jr. (Criminal Justice Rep); Walker Hensley (Welding Rep); Erica Two Lance (Business Admin Student Rep); Shotay Waters (Education)

Minutes of Last Meeting: 10-4-16, minutes were approved through email but tabled because hard copy was not at the meeting.

Treasury Report: n/a

Old Business

Masquerade Pow Wow update:

October 25th 6-8 p.m.

Open date for concessions-Contact Student Government if your program wants to run it, in no one gets in contact with student government, then the student government will do it. Student Government needs to be contacted by Thursday October 20th, by 5:00 p.m. Motion by Jaime, Second by Margaret. No Discussion. Motion Carried- all in favor.

Parade Update

Parade will be October 28th, 2016 at 2:30. Confirmed by Anita by a text from Lisa Azure for time of 2:30 p.m. Sheridan was asked if the Haunted House wants to be in the parade. It is such a busy day for the Haunted House volunteers but she said if someone wants to be in the parade from the Haunted House they are welcome to do so. Kim did state they can ride on the student government float if they need to.

Haunted House Update-Sheridan McNeil

Haunted House will be on October 28th and 29th at Building 39.

She is asking if someone wants to do the concessions during the Haunted house.

College will get 100 percent of the proceeds from Haunted House.

Maintenance will have a small cook shack, if needed, for someone to run concessions.

NEW BUSINESS:

Letter to Dorm-

Issue is tabled as no reps from dorm came to meeting.

Concessions Procedures and Policies

Mandi read the crowd the new procedures and policies for running concessions.

Tyson Running Bear asked if 50/50 fee could be changed. Kim stated that if there is a strong enough proposal by someone to change it, it will be considered. But Kim did state it will likely stay the same through the semester.

Tyson R.B. asked if the supplies could be bought by another store. Anita stated that it could be done because the college has certain vendors that they are contracted to go through.

Sheridan made a suggestion that possible seed money could be given to programs to buy their own supplies for concessions. Kim said it was proposed before to give programs \$500 dollars for seed money but that was too much because of how many programs on campus. If the dollar amount was less it might work depending on the amount of programs once again on campus.

Concessions Sign Up

Mandi read that we will be doing a lottery for who gets what concessions. It was also stated that this will be a trial for a month or so. Student government will let the programs know who did sign up what night of concessions they have.

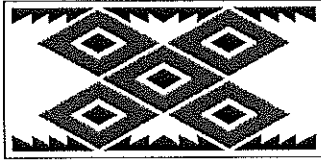
Margaret also stated that people running concessions also have the options to do other things to raise money during basketball games such as half-court shot or 50/50.

OPEN FLOOR

Business Program- Tyson stated that the business program will be doing a turkey raffle for thanksgiving. They need to put in a submission of request form from online.

Motion to adjourn Jasmine, Second Margaret. All in favor-motion carried

Meeting Adjourned 12:53 p.m.



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Meeting Minutes

November 1, 2016

I. Call to order

Kim Blevins called to order the regular meeting of the SGA at 12:05pm on November 1, 2016 at cafeteria meeting room.

II. Roll call

The following persons were present: Lee Red Horse (CIT Rep), Camille Martell (Career Development), Djay Bell Rock (Criminal Justice Rep), Jayde Bettelyoun (Criminal Justice Rep), Rebecca Gondreau (Criminal Justice Rep), Tyson Running Bear (Business Rep), Kimberlee Blevins, Margaret Landin, Jasmine Galvin, Justin Heart, Jaime Lawrence, Anita Monek.

III. Approval of minutes from last meeting

Tabled due to vacant Secretary position.

IV. Old business

- a) Parade – addressed reason for parade on 10/28/16 being cancelled; asked for ideas about spring parade.
- a) Concessions – Criminal Justice rep Jayde asked about 50/50 and raffle during concessions; No further discussion; No decisions made.

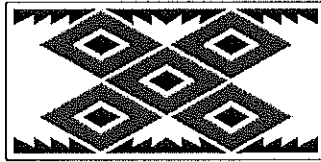
V. Open Floor

- b) Camille Martell – asked about ideas for mottos for fall graduation; any ideas will be discussed at next open meeting on 11/15/16.

VI. Adjournment

Kim Blevins adjourned the meeting at 12:30pm.
Minutes submitted by: Jasmine Galvin

Closed



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Meeting Minutes

November 3, 2016

I. Call to order

Kimberlee Blevins called to order the regular meeting of the SGA at 12:09pm on November 3, 2016 at Wellness conference room.

II. Roll call

Kimberlee conducted a roll call. The following persons were present: Jasmine Galvin, Justin Heart, Anita Monek, Kimberlee Blevins

III. Approval of minutes from last meeting

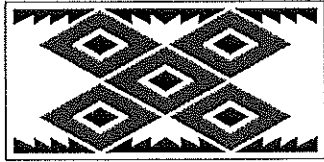
Minutes for 10/25/2016 meeting tabled due to secretary position being vacant.

IV. Old business

- a) Secretary position – Justin motion to appoint Jasmine to replace Mandi. Majority vote through special election and eliminate 10-day notice approved and carried. Agreed to advertise Sergeant at Arms position for 7 days, deadline being 11/10/16 and election to follow on 11/15/16 at open meeting. Flyer to be made by end of day by Jasmine and posted at all sites by tomorrow 11/4/16.
- b) Bylaws – tabled due to new position.
- c) Concessions – majority vote to switch from soda cans to soda bottles (carried); Went through cash box process and where to store; members need to contact Mara Yborra for food handlers if not yet received; Criminal Justice will do concessions at 11/5/16 game and Jasmine and Kimberlee will work admissions door.
- d) Office – keys were given out to members, Jaime and Margaret have not received keys; will get schedule out on working hours for office; will need to clean and get items out that do not belong to SGA.

V. Adjournment

Kimberlee Blevins adjourned the meeting at 1:00pm.
Minutes submitted by: Jasmine Galvin



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closed

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Meeting Minutes

November 8, 2016

I. Call to order

Kimberlee Blevins called to order the regular meeting of the SGA at 12:04pm on November 8, 2016 at Cafeteria Conference Room.

II. Roll call

Jasmine Galvin conducted a roll call. The following persons were present: Justin Heart, Jaime Lawrence, Jasmine Galvin, Kimberlee Blevins, and Anita Monek. (Margaret Landin ARR @ 12:29pm.)

III. Approval of minutes from last meeting

Any meeting minutes for previous meetings that were tabled, will be tabled again for next closed meeting to give time for new secretary to complete; Will approve altogether.

IV. Old business

- a) Concessions – Anita completed inventory up to 12/3 for petty cash. 50/50 was discussed to be optional for groups doing concessions to earn more money; motioned to approve by Jaime, seconded by Justin; Jasmine will confirm with business group their assigned date is 11/14 for concessions. Justin and Jasmine assigned to work doors on 11/14/16.
- b) Bylaws – went through Preamble, Article I and II; Will continue next meeting; No decisions made.

V. New business

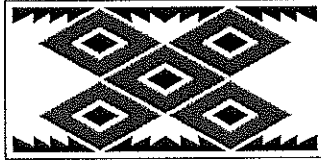
- a) Meeting Minutes/Agendas – Jasmine and Kimberlee will complete minutes for any missed meetings. Once complete, will give to Jaime to add to website. All agendas will be collected by Jasmine to get up to date.
- b) December Events – tabled; think of events and bring back to next meeting.

VI. Announcements/Sharing Among the Group

- c) Treasury report was discussed; will need to get Justin access first to add reports on agenda.

VII. Adjournment

Kimberlee Blevins adjourned the meeting at 1:00pm.
Minutes submitted by: Jasmine Galvin



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Meeting Minutes

November 10, 2016

I. Call to order

Kimberlee Blevins called to order the regular meeting of the SGA at 12:08 p.m. on November 10, 2016 at wellness conference room.

II. Roll call

Kimberlee B. conducted a roll call. The following persons were present: Justin Heart, Jasmine Galvin, Kimberlee Blevins, Anita Monek, and Margaret Landin

III. Approval of minutes from last meeting

Kimberlee B. tabled minutes due to new secretary position being filled.

IV. Old business

- a) Concessions – inventory completed and will need next order to be done by 11/14 bball game (assigned to Margaret L.); Jasmine and Justin will work admission door at 11/14 game; assigned 11/22 game concessions to Welding and admission doors to Margaret and Kimberlee; Anita will send Jasmine inventory list to revise.
- b) December Events – discussed as a group on three ideas: sertoma park light display, Christmas dinner at YMCA, and tipi campus display. Assigned members to get more information to bring to next meeting for further discussion.
- c) Bylaws – tabled but assigned to review and give input at next meeting.

V. New business

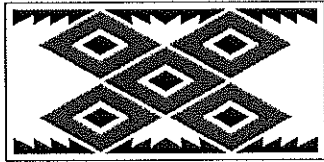
- a) Business Group Request – Motion by Jasmine to approve Turkey Basket Raffle requested by UTTC Business Leaders Group, second by Justin; Approved request.
- b) Criminal Justice Request – Motion by Justin to approve bake sale request, second by Jasmine; Approved request.

VI. Announcement/Sharing Among the Group

- a) Storage shelf for concessions was brought up; group will take measurements and decide on a shelf at next meeting.
- b) Student email was brought up; all members need to check student email often and make sure theirs is working.
- c) Thank You card needs to be sent to Val for helping get the concessions in order; present at future meeting.
- d) Confirmation email should be sent to assigned group of concessions a day or two before event.

VII. Adjournment

Kimberlee adjourned the meeting at 1:20 p.m.
Minutes submitted by: Jasmine Galvin



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Meeting Minutes

November 15, 2016

I. Call to order

Kimberlee Blevins called to order the regular meeting of the SGA at 12:12 p.m. on November 15, 2016 at cafeteria meeting room.

II. Roll call

Tabled due to new secretary being assigned recently. conducted a roll call. The following persons were present: Dione Bellrock (CJ), Jayde Bettelyoun (CJ), Christina Stevens (Art), Camille Martell (Career Devel.) Zayd Grey Bull (Nursing), Walker Hensley (Weld.), Dakota Eagle (T.E.), Mara Yborra (Land Grant), Tyson Running Bear (Bus.), SGA Members: Kimberlee Blevins, Margaret Landin, Justin Heart, Jaime Lawrence, Jasmine Galvin, Anita Monek.

III. Approval of minutes from last meeting

Tabled due to new secretary being assigned recently.

IV. Old business

- a) Concessions Update – sign up went around the table for vocations; reminder to submit food handler's certificates; will decide on what dates groups will be assigned at next meeting.

V. New business

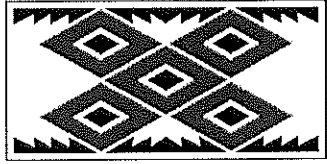
- a) Sergeant at Arms Position – extending application process for one more week with deadline being 11/22/16; election will be at next open meeting.
- b) Nov/Dec Events – Criminal Justice will be having a bake sale on 11/16/16. Business group will not be having turkey basket. Winter Market was discussed by Mara about event and list of future dates for event.

VI. Announcements/Sharing among the Group

- a) Margaret shared information about the walk at 2pm today for anyone interested in attending.

VII. Adjournment

Kimberlee Blevins adjourned the meeting at 12:30 p.m.
Minutes submitted by: Jasmine Galvin



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Meeting Minutes

November 17, 2016

I. Call to order

Kimberlee called to order the regular meeting of the SGA at 12:34pm on November 17, 2016 at Wellness meeting room.

II. Roll call

Jasmine G. conducted a roll call. The following persons were present: Kimberlee Blevins, Margaret Landin, Justin Heart, Jasmine Galvin, DeLana Wendland. And (Jaime Lawrence excused due to clinicals).

III. Approval of minutes from last meeting

Tabled minutes for new secretary to complete for next meeting.

IV. Old business

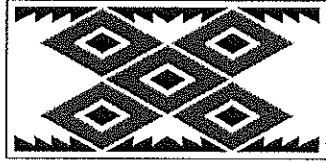
a) December Events

1) Tipi/Tree Lighting ceremony - decided to have on 12/5/2016 (first send letter requesting tipi to Pres McDonald); need to purchase xmas lights, garland, and two fake xmas trees; Justin will ask welding if possible can make a 20ft metal tree

2) YMCA - looking for volunteers; coordinate with Steph Isaac about event; decided to volunteer individually and not as a group.

b) Concessions - order completed by Jasmine and sent to Anita/Val will complete purchase order with shelving order also. Kim and Margaret assigned to admission doors on 11/22 and Welding group will do concessions; Welding and business groups signed up for Dec concessions, 1-3 will go to welding and 6, 9-10 will go to business; decided on trial of pizza slice sales; doors will be assigned

c) Bylaws - will be tabled until Sergeant at Arms is filled.



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Meeting Minutes

November 22, 2016

I. Call to order

Margaret Landin called to order the regular meeting of the SGA at 12:11 p.m. on November 22, 2016 at cafeteria meeting room.

II. Roll call

Margaret conducted a roll call. The following persons were present: Justin Heart, Jaime Lawrence, Margaret Landin, Jasmine Galvin, Anita Monek, Val ?, Tywana Dutchie.

III. Approval of minutes from last meeting

Margaret read the minutes from the previous closed meetings of 11/3, 11/8, 11/10, and 11/17 of 2016. The minutes were approved as read.

IV. Old business

- a) Dorm Visiting Hours – Tywana spoke on request to adjust visiting hours from 4p-11p weekdays and 12p-12a on weekends to 12p-12a weekdays and 12p-2a on weekends; she provided information relevant to issue; group advised Tywana we will route to correct committee for approval. Tywana dismissed; further discussed plan for approval.
- b) December Events –
 1. Sertoma Park Lighting Ceremony - Justin unable to reach Sertoma Park and emailed twice but no response; Anita will look for a contact and provide more information.
 2. Tipi/Tree Campus Lighting ceremony – President McDonald approved for SGA to use tipi on Dec. 5th; Kim motioned to approve \$200 on lights, second by Jasmine; Jasmine sent work request form to Maintenance for setup; Kim motion to purchase two 5 ft. Christmas trees to raffle during the tipi lighting ceremony, second by Justin; Approved.

3. Bus to YMCA Xmas dinner – event is 12/3/16 for 3 hours and would cost about \$50 for bus; no further discussion.

c) Concessions – confirmed admission doors for 11/22 game; no further discussion.

d) SGA Office Hours – scheduled hours to start week of 11/28/16

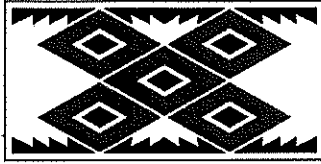
V. Announcements/Sharing Among the Group

a) Discussed whether open or closed meeting on 11/29; decided will be closed.

VI. Adjournment

Margaret Landin adjourned the meeting at 1:37 p.m.

Minutes submitted by: Jasmine Galvin



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Meeting Minutes

December 1, 2016

I. Call to order

Kimberlee Blevins called to order the regular meeting of the SGA at 12:13 p.m. on December 1, 2016 at Wellness Conference Room.

II. Roll call

Jasmine Galvin conducted a roll call. The following persons were present: Anita Monek, Jasmine Galvin, Kimberlee Blevins, and Justin Heart.

III. Approval of minutes from last meeting

Jasmine Galvin read the minutes from the last meeting of 11/22/16. The minutes were approved as read.

IV. Old business

- a) Dorm Visiting Hours Update – tabled by Kimberlee.
- b) December Events Update – Tipi/tree lighting ceremony - tree may go up on 12/2/16 by Maint.; Kim will print mini posters for lighting ceremony and Sertoma Park tour and deliver w/helpers door to door (event will be 12/5/16 from 6p to 8p – providing bus); also, providing bus for those to attend YMCA Community Xmas party on 12/10/16 from 7p-10p; Jasmine motion to set \$70 budget for two Christmas tree for tree lighting ceremony (Justin second, motion carried). Jasmine motion to add supplies for lighting ceremony within \$200 budget (Justin second, motion carried).
- c) Concessions – Welding and Business groups are scheduled for December home games. Kim will send email about who will be assigned to admission doors.
- d) SGA Office Hours – schedule begins as of today, 12/1/16.

V. Announcements/Sharing Among the Group

- a) Reminder needs to be sent out that voting of Parliamentarian at next open meeting on 12/6/16.

VI. Adjournment

Kimberlee Blevins adjourned the meeting at 12:54 p.m.
Minutes submitted by: Jasmine Galvin



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Meeting Minutes

December 13, 2016

I. Call to order

Kimberlee Blevins called to order the regular meeting of the SGA at 12:37 p.m. on December 13, 2016 at Wellness Conference Room.

II. Roll call

Jasmine Galvin conducted a roll call. The following persons were present: Jasmine Galvin, Kimberlee Blevins, and Margaret Landin.

III. Approval of minutes from last meeting

Jasmine Galvin read the minutes from the last meeting of 12/01/16. The minutes were approved as read.

IV. Old business

- a) Dorm Visiting Hours Update – Tywana invited but not present; tabled for further information.
- b) December Events Update – all events completed; tipi not able to be put up due to weather; Margaret motion to donate the two Christmas trees to Personal & Academic counseling for “Open Your Heart” applicants – Jasmine second – Motion carried; no further discussion.
- c) Concessions – need to complete inventory and new order; will present new sign up list at next open meeting for concessions; Kim will email assigning of admission doors for January home games for SGA members.
- d) SGA Office Hours – members need to email Kim schedules by January 10, 2017.

V. Adjournment

Kimberlee Blevins adjourned the meeting at 1:09 p.m.
Minutes submitted by: Jasmine Galvin

- d) SGA Office – Jaime and Margaret need to Anita for keys. Schedule is set and was provided to all members.

V. New business

- a) Campus Emergencies/Major Events – discussed lists/id notice out to students and families to carry student ids; discussed creating a residential id for those spouses of students; ENS system notice on the app; decision to make a flyer about importance of student ids.

VI. Adjournment

Kimberlee adjourned the meeting at 1:53pm.
Minutes submitted by: Jasmine Galvin