

# **SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION MINUTES OF THE MAY 15, 2019 REGULAR MEETING**

South Dakota Board of Technical Education  
Minutes of the May 15, 2019 Regular Meeting  
Lake Area Technical Institute | 1201 Arrow Avenue NE, Watertown, SD 57201

## **1. Call to Order and Roll Call (0:05)**

The South Dakota Board of Technical Education (hereinafter referred to as “BOTE”) met on the campus Lake Area Technical Institute in Watertown, SD on May 15, 2019. Chairman Dykhouse called the meeting to order at approximately 8:30 am (CST) with the following members present: Dana Dykhouse (Chair), Bob Faehn (Vice-Chair), Terry Sabers (Secretary), Rod Bowar, Doug Ekeren, Scott Knuppe, Ed Mallett, and Diana VanderWoude. One member was absent: Scott Peterson.

Also present:

Scott DesLauriers (Deputy Director, BOTE)  
Michael Cartney (President, Lake Area Technical Institute)  
Diane Stiles (Vice President, Lake Area Technical Institute)  
LuAnn Strait (Director of Student Service, Lake Area Technical Institute)  
Shane Ortmeier (Director of Support Operations, Lake Area Technical Institute)  
Shane Swenson (Director of Outreach, Lake Area Technical Institute)  
Mark Wilson (President, Mitchell Technical Institute)  
Benjamin Valdez (Vice President, Southeast Technical Institute)  
Tracy Noldner (Executive Director of Institutional Research and Student Success, Southeast Technical Institute)  
Dr. Ann Bolman (President, Western Dakota Technical Institute) – via telephone  
Brian Watland (Vice President for Finance and Operations, Western Dakota Technical Institute)  
Deni Amundson (Program Manager, Build Dakota Scholarship Fund)  
Laura Scheibe (Director, Division of Career and Technical Education, South Dakota Department of Education)  
Dr. Jeff Danielsen (Superintendent of Schools, Watertown School District)  
Will Mortenson (Attorney, Mortenson Law)

## **2. Adoption of the Agenda (3:50)**

Motion made by Sabers and seconded by VanderWoude to adopt the proposed agenda. Voice vote, all present voted in favor. Motion carried. ([Attachment #1](#))

## **3. Approval of Meeting Minutes – March 28, 2019 (4:20)**

Motion made by Bowar and seconded by Mallett to adopt the meeting minutes from the March 28, 2019 regular meeting. Voice vote, all present voted in favor. Motion carried. ([Attachment #2](#))

## **4. Declaration of Conflicts (4:50)**

In accordance with SD.CL.3-23-10, state boards and commissions are required to publicly address the expectations regarding annual disclosures and waivers. No BOTE members submitted new declaration of conflicts.

**5. Public Comment (5:10)**

Chairman Dykhouse opened the floor to public comment, though none present.

**6. Public Hearing on Administrative Rule Updates (5:25)**

The South Dakota Board of Technical Education held a public hearing to consider public comments on proposed revisions to Administrative Rule 24:59:02: Sections 24:59:02:02 (Set-asides) and 24:59:02:03 (Formula for funding).

Proponent:

DesLauriers noted the proposed administrative rule updates are completed annually based on legislative appropriations and full-time equivalent calculations.

Public Comment:

No public comments were submitted regarding the proposed rules.

Opponent:

No opponent testimony was offered.

Motion brought to the Board by the Chair. Roll call vote to approve the administrative rule update as presented in [Attachment #3](#). All present voted in favor. Motion carried.

**7. Executive Director Update (9:15)**

Wendell provided a written memo due to his absence from the meeting. ([Attachment #4](#))

**8. Deputy Director Update (10:50)****9. Spring 2019 Graduate Outcomes Report (11:15)**

DesLauriers provided an overview of the Spring 2019 Graduate Outcomes Report. ([Attachment #5](#))

**10. Meeting Calendar for 2019-2020 Approval (22:00)**

Motion made by Faehn and seconded by Ekeren to adopt the proposed Meeting Calendar for 2019-2020, as reflected in [Attachment #6](#). Voice vote, all present voted in favor. Motion carried.

**11. Annual Certificate of No Default and Debt Service Coverage Approval (23:28)**

Motion made by Bowar and seconded by Sabers to adopt the *Annual Certificate of No Default and Debt Service Coverage*, as reflected in [Attachment #7](#). Voice vote, all present voted in favor. Motion carried.

**12. Election of Officers (2019-2021) (25:00)**

The nominating committee put forth the recommendation to re-nominate the current officers to a second term. The existing officers are: Dykhouse (President); Faehn (Vice President); Sabers (Secretary). The previous election of officers occurred at the BOTE's first meeting on July 17, 2017. The term length for president, vice president, and secretary is two years.

President: Dykhouse recognized Faehn to facilitate the election of president of BOTE. Faehn opened the floor for nominations for president; Mallett nominated Dykhouse. Motion made by Bowar and seconded by Sabers to approve the nomination of Dykhouse for president. Voice vote, all present voted in favor. Motion carried.

Vice President: Returning to the chairmanship, Dykhouse opened the floor for nominations for vice president; Mallett nominated Faehn. Motion made by Bowar and seconded by VanderWoude to approve the nomination of Faehn for vice president. Voice vote, all present voted in favor. Motion carried.

Secretary: Dykhouse opened the floor for nominations for secretary; Mallett nominated Sabers. Motion made by Ekeren and seconded by Faehn to approve the nomination of Sabers for secretary. Voice vote, all present voted in favor. Motion carried.

**13. Strategic Planning Preview (27:26)**

DesLauriers provided an overview of the strategic planning framework in preparation for the BOTE's Strategic Planning on July 8-9, 2019. ([Attachment #8](#))

**14. Academic Program Proposal: Business Administration Emphasis Southeast Technical Institute (31:20)**

Motion made by VanderWoude and seconded by Knuppe to approve Southeast Technical Institute's request to introduce a Business Administration Agribusiness Emphasis, as presented in [Attachment #9](#). Voice vote, all present voted in favor. Motion carried.

**15. Perkins V Update and Approval of Transition Plan (42:25)**

Dykhouse recognized Laura Scheibe, Director of the Division of Career and Technical Education at the South Dakota Department of Education, to present the Perkins V Transition Plan.

Motion made by Ekeren and seconded by VanderWoude to adopt the proposed Perkins V Transition Plan as presented in [Attachment #10](#). Voice vote, all present voted in favor. Motion carried.

**16. Presidents' Updates (56:16)**

Cartney (LATI), Wilson (MTI), Valdez (STI), and Watland (WDT) provided presidents' updates ([Attachment #11](#)).

**17. Executive Session (1:35:50)**

Dykhouse requested a motion to enter executive session at approximately 10:00 am CST pursuant to SDCL 1-25-2 to discuss personnel and student matters as well as to consult with and review communication from legal counsel related to contractual matters.

Motion made by Faehn and seconded by Mallett to enter into executive session. Voice vote, all present voted in favor. Motion carried.

**18. Adjournment**

Motion made by Mallett and seconded by Ekeren to adjourn the meeting. Voice vote, all present voted in favor. Motion carried.

Meeting adjourned at approximately 12:00 pm (CST)

An audio recording of this meeting can be electronically accessed through the South Dakota Public Broadcasting's (SDPB) Stream Archive. The above timestamps are aligned with SDPB's audio stream, which can be accessed at:

<https://sdpb.sd.gov/streamarchive/BOTE05152019.mp3>

Submitted on:  
May 17, 2019

Approved on:  
July 30, 2019