

**Miles Community College
Board of Trustees
Minutes
August 27, 2012**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., August 27, 2012, in room 106. The following Trustees were present: Vice Chair, Jeff Okerman, Rusty Irion, Sharon Wilcox, Garret McFarland, Mark Petersen, and Jeff Harding. Chair, Susan Stanton was excused from the meeting. Also present were President, Stefani Hicswa, Candy Laney, Lisa Watson, Shelly Weight, Jessie Dufner, Garth Sleight, John Egan, Erin Niedege, Don Warner, Nancy Aaberge, Student Senate President, Spenser Hart, Deputy Commissioner for Two-Year and Community College Education, John Cech via telephone, and Star Reporter, Don Cogger.

Vice Chair, Jeff Okerman called the meeting to order at 5:30 p.m.

Public Comment: None

Announcements: President Stefani Hicswa highlighted the following announcements: MCC will be hosting the Baucus Workforce Development event on campus on September 13th.

Reports:

OCHE: John Cech, Deputy Commissioner for Two-year and Community College Education, told Trustees that he was looking forward to joining them in person on September 24th at the regularly scheduled Board meeting. He also congratulated Miles Community College on hosting the Baucus Workforce Development event. Deputy Commissioner Cech shared some of the planning work that has taken place regarding the statewide retreat at Flathead Valley Community College involving the majority of the two-year CEO's, Chief Academic Officers, and Student Services Officers. They will also be holding a meeting on September 18th in Butte before the Board of Regents. From the retreat they have six primary areas on which they will focus. Trustee Mark Petersen thanked Deputy Commissioner Cech for the summary of the retreat and asked if he could give the Board some detail on which agenda item he thought Miles Community College should focus on to enhance student success. Deputy Commissioner Cech said that President Hicswa would be in a better position to answer that question, but he hoped that Miles Community College will be actively involved in all of the agenda items. He also said that Miles Community College is doing a lot of things well being nominated two years in a row for the Aspen Award. One of the things Deputy Commission Cech would like to do is share and benefit from some of the great things that each of the two-year campus' around the state are doing so everyone can learn from each other.

Student Senate: Student Senate President, Spenser Hart reported that the rock by the east parking lot was engraved by Rob Peterson before school began. The Welcome Wagon was a huge success. The Leadership training with the RA's before school started was very successful and well received by the RA's. The first Student Senate meeting will be held on Tuesday, August 28th.

Academic Affairs: From the written report included in the Board packet, Vice President of Academic Affairs Shelly Weight highlighted what the Trustees would be approving in the consent agenda. Shelly also informed the Trustees that Sharon O'Meara has been hired as the Phlebotomy Instructor.

Student Services: In addition to the written report included in the Board packet, Interim Vice President of Student Success, Jessie Dufner discussed the FTE breakout as of today and the number of applications that have been received compared to previous years. She also discussed the new marketing plan, which will showcase programs and non-traditional students, radio ads for workforce development, and our website will target High School students using the tag line "Why not now". She is also planning to have faculty and staff on the Jim Thompson radio program.

Administrative Services: From the written report included in the Board packet, Vice President of Administrative Services and Finance, Lisa Watson introduced Nancy Aaberge, the Director of Business Services. Lisa gave the Trustees an update on Banner and year end. Lisa told the Trustees that Judy Strobel, Bookstore Manager has implemented a number of new items including offering supplies for the Auto Tech program, Heavy Equipment program, Building Trades program and Nursing program, which enables students to purchase their equipment and supplies for these programs with their book vouchers.

President's Report: Highlighting the written report included in the Board packet, President Stefani Hicswa told the Trustees that the NWCCU Commissioners have confirmed our accreditation with five commendations and one recommendation. The recommendation was that we need to ensure our core theme outcomes and indicators provide direct evidence of results rather than process and we need to make sure they form the basis for evaluating the core themes. They recommended that we strengthen our definition of acceptable threshold of mission fulfillment. These recommendations are not a matter of what we need to improve on campus but a matter

of how we write it up to explain it. The Commissioners upheld the five commendations we received, which are as follows:

1. The evaluators commend the faculty and staff for their unwavering commitment to the students and the community. The College has created a nurturing and vibrant learning environment that encourages student engagement in the classroom and outside the classroom. In particular, students highlighted the dedication and diligence of Miles Community College faculty, including their accessibility, knowledge, and the willingness of faculty (and staff) to provide intensive, individualized attention to students in order to help them succeed.
2. The evaluators commend the Board of Trustees and the President for their leadership in institutional policy and planning; further, they note that the Board has a high level of confidence in the President and her effective stewardship of the College.
3. The evaluators commend the Writing faculty and the Librarian for partnering to provide instructional resources for students in a rich and accessible learning environment by systematically integrating Information Literacy instruction into the learning process.
4. Miles Community College was a finalist in both 2012 and 2013 for the prestigious Aspen Prize for Community College Excellence. The evaluators commend this success, which involves being in the top ten percent of all community colleges nationwide in terms of performance and improvement in four key areas: graduation rates, degrees awarded, student retention rates, and equity in student outcomes.
5. The College is to be commended for its aggressive approach to modernizing campus facilities under challenging financial circumstances.

Stefani also discussed the tour she took of the Arch Coal mine in Gillette.

CONSENT AGENDA:

Garrett McFarland made a motion to approve the Consent Agenda. Sharon Wilcox seconded the motion. Motion passed.

INFORMATIONAL ITEMS:

- A. Legislative Priorities:** President Hicswa gave the Trustees a background on the Community College funding formula. Stefani also discussed Legislative Fiscal Analyst, Pam Joehler's review of the formula. Pam looked at various components of Community College funding. What she found was that the 75% fixed and 25% variable components were average. Therefore Pam recommended that the current fixed and variable components stay in place. Pam pointed out that the Community College total funding has increased 44% over the last six years. She also noted that Community College enrollment has increased 23%. The Community Colleges are funded as a unit, so this is something we need to pay attention to as we look at legislative priorities and communicating with our legislators as Miles Community College funding and enrollment have not increased. The other piece of analysis Pam did showed that we were receiving money for retirement mill levies from both our county and the state for the same expenditures. The Legislative Finance committee decided to hold the Community Colleges harmless for this but going forward Community Colleges will be receiving this money from the county only. This will be a \$60,000 impact to us.

The Trustees asked about funding for FTE vs graduates. President Hicswa responded that the Community College Presidents will start the conversation at a later date regarding this. All three Community College's enrollments are down. Our lobbyist suggested that since asking for more money per FTE in the formula during a time when our enrollment is down is not a good strategy. He suggested that we lobby for the same state percent share as last year and then lobby for one-time only funding. Trustees suggested that we ask for workforce development money. The Trustees funding priority for Stefani is to have pre-legislative session meetings with all legislators in our recruiting area. Also they felt strongly about choosing students who could speak with their legislators while they are home during Christmas break. Stefani also asked what the Trustees priority is for her during the legislative session. Last legislative session, Stefani said it would have been more effective if the Community College Presidents would have split their forces in Helena. Stefani feels that it would be beneficial to spend more time having more coffees, lunches, or dinners to talk with legislators individually. Trustees asked if we should look at getting an apartment in Helena for the President to stay in during the legislative session. Stefani said that she has places available to her if needed. Trustees said they would like her to spend 20% more time in Helena than in the past. Stefani was asked if her team would protest her being off campus so much. Stefani told the Trustees that it is hard to be gone because we are so short staffed. The Trustees said they feel that it is money well spent to have Stefani in Helena during the legislative session and this should be a priority. They also felt that ground work should be

set before the session begins. Stefani said that any of the Trustees contacts would be very helpful.

NEW BUSINESS:

- A. Future Agenda Items:** Stefani said that we are still looking at the VA for housing options but are on hold because of the position the VA is in with their Director transition. It was decided because of John Cech's visit in September we will have the tuition waiver and Grow Eastern Montana analysis in October or November. Jessie Dufner is having discussions with the coaches to see what their thoughts are and how soon they need to have decisions made because we need to do a very detailed analysis of tuition waivers at all levels. Then we need to drill down and make some hard decisions.

EXECUTIVE SESSION:

The Board of Trustees went into Executive Session to discuss the president's contract.

Following the Executive Session, Vice Chair Jeff Okerman adjourned the meeting at 8:25 p.m.

Next Board of Trustees meeting will be held on Monday, September 24, 2012, at 5:30 p.m.

Chair

Secretary