

**Miles Community College
Board of Trustees
Minutes
September 26, 2011**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., September 26, 2011, in Room 106. The following Trustees were present: Chair, Rusty Irion, Sue Stanton, Jeff Okerman, Mark Petersen, Garret McFarland, Sharon Wilcox and Jeff Harding. The following Trustee was absent: none. Also present were President, Stefani Hicswa, Candy Laney, Darren Pitcher, Marcus Schieffert, Brandi Gray, Jessie Dufner, Kylene Phipps, Brenda Little, Jan Hartmann, Dawson Putnam, Garth Sleight, Karla Lund, Deputy Commissioner of Two-year and Community Colleges, John Cech via telephone, and Miles City Star reporter, Don Cogger.

Chair Rusty Irion called the meeting to order at 5:40 p.m.

Public Comment: None

Announcements: Stefani Hicswa highlighted the following announcements: The Educator's conference will be held October 20th and 21st during MEA days.

Reports:

OCHE: John Cech reported on the following: A state wide proposal for the U S Steel Trade Adjustment Assistance grant program was submitted. Montana was not awarded one of the 32 grants. They are still investigating the reason. John also gave an updat on Strategy I of College!Now. John will be holding listening sessions in communities where the COT's are located to discuss renaming and rebranding the College of Technologies. John will give the Board a summary of these listening sessions at our October Board of Trustee meeting. Stefani will work with John to set-up a time for the Board of Trustees to meet with the Board of Regents at the November Board of Regents meeting in Bozeman.

Quality and Advocacy Committee: No report.

Athletics: In Craig Rink's absence Stefani reported on the following: Open house for the golf simulators will be held on October 17th from 4:30 to 7:30 at the Centra.

Academic Affairs: In Shelly Weight's absence, Stefani Hicswa reported on the following: Shelly is presenting at a national Rural Community College conference with Jerry Forman on the Heavy Equipment program. Stefani discussed the items that the Board will be approving in the consent agenda. Garret asked if the AAS in Agriculture Production has been approved by the Board of Regents. Stefani explained that it was on the agenda at the Board of Regents with no objections but was not voted on. The Board of Regents will vote on this at their meeting in November. Karla Lund gave a presentation on the Nursing program admission process. Karla said that Miles Community College receives 125 applications for entrance, 67 applicants met the entrance qualifications, and there were 38 applicants accepted to the program. Garth Sleight commended Karla for the job she has done with the Nursing program.

Student Services: Darren Pitcher asked if there were any questions about his report that was included in everyone's board packet. Receiving no questions, Darren gave an update on the third week report of the fall semester enrollment comparison. Darren pointed out that we are down 50 female freshman students. Susan Stanton asked if this was due to less female students graduating from high schools. Darren said they have a call into Jack Regan, Superintendent of School District #1, regarding the number of female students graduating from high school.

Student Senate: Brenda Little introduced the new Student Senate President, Stephen Goodell. Brenda reported on Student Senate activities. Student Senate will also be serving at the Main Event, having movie night, bowling, and dances for the student body.

Administrative Services: Due to Lisa Watson being on maternity leave, the Administrative Services report was included in the President's report.

President's Report: Stefani Hicswa asked if there were any questions about her report that was included in everyone's board packet. Receiving no questions, Stefani gave an update on the following: Miles Community College was not among the top 10 finalists for the Aspen Prize. Board of Regents approved our operating budget at their September meeting. Banner issues were forwarded to SunGard and they will be providing more training. Dawson Putnam was hired as the Dining Services Assistant in the Café. Main Event will be held on October 29th. Stefani asked Board members to each sell eight tickets for the event. Trustees decided that they would like to donate a basket to the Main Event. The Board will also donate their winnings from the Steers for Pioneers Calcutta to the Endowment general fund.

CONSENT AGENDA: *Sharon Wilcox made a motion to approve the Consent Agenda for August 22, 2011. Garret McFarland seconded the motion.*

Discussion: After reviewing the Claims report, Jeff Okerman asked if MCC had equipment at the arena because of the purchase of the Cimarron Arena Vator. Stefani said that we do have equipment at the arena but she will check into this claim. Stefani explained that due to Banner, the Claims report is what we have for a status of the finance report for the Board. The Board members expressed their discomfort with the lack of financial information and stressed the need to get Banner functional. Stefani said that when the SunGard representatives come on campus in November, they will be looking into the problems we are having with the finance reports through Banner.

Motion passed.

INFORMATIONAL ITEMS:

A. Tuition Waiver Philosophy: Stefani said in the past the board emphasized reducing the number of fee waivers. We have traditionally waived about half of our tuition. We have worked toward moving this number back and this year it is at 46% of our budget. We increased the waivers this year proportional to the tuition increase, which means the dollar amount went up but the percentage of tuition did not change. The Board felt that it was time to revisit what the Board philosophy is on this issue. Stefani went over the tuition rates and descriptions for the non-athletic and vocational waivers. Stefani said that the emphasis behind the reduction of waivers was to be able to leverage those waivers for trades students if students were border-line on coming to MCC or not. Stefani said that we were never able to implement this in the way that it was designed, so Jessie Dufner does this at her level rather than instructors doing it in the recruitment phase. Stefani explained that in the past we had a specific number of athletic waivers for residents and non-residents. When the community college funding formula changed, it was decided that rather than forcing coaches into a certain number of resident and non-resident waivers, coaches now have a total number of waivers to stay within. Stefani went over the information that is submitted to the MUS. Stefani explained that Board of Regents policy is 5% of your tuition can be waived and we are currently waiving 46% of our tuition. We budgeted \$482,800 in waivers for FY12. A discussion was held on the difference between scholarships for athletics and tuition waivers. Brandi Gray told the Board that we do not need to decrease the waivers, but replace the waivers with hard dollars. This way we do not take away from the integrity of any of the programs.

OLD BUSINESS:

A. None

NEW BUSINESS:

A. Suggested Policy Revision 600.9.2 Staff Leave (first reading): Stefani discussed the proposed changes to policy 600.9.2 to the Board.

Sharon Wilcox moved to waive the second reading. Garret McFarland seconded the motion. Motion passed.

Susan Stanton moved to accept the changes to Policy 600.9.2 as presented. Jeff Harding seconded the motion. Motion passes.

B. Suggested Policy Revision 600.12 Harassment (first reading): Stefani discussed the proposed changes to policy 600.12 to the Board.

Jeff Okerman moved to waive the second reading. Garret McFarland seconded the motion. Motion passed.

Sharon Wilcox moved to accept the changes to Policy 600.12 as presented. Mark Petersen seconded the motion. Motion passed.

C. Winter Retreat: Stefani asked the Board what dates they would like to have the winter retreat and suggest discussion topics content. Sharon would like to have the retreat the second week in January. Sue suggested that we have it in a different location. Some of the locations that were discussed were the new Bed and Breakfast or the winery. Stefani also explained that the summer retreat has been reserved for planning and the winter retreat is a training retreat.

D. Joint Meeting with DCC Trustees: Rusty would like to discuss bringing Dawson's Board in for a joint Board training. Due to scheduling conflicts, the Board discussed waiting until after December to set-up a joint meeting with the DCC Trustees.

E. Future Agenda Items: Trustees would like to see what the enrollment process is in Banner and the program development process. Jeff Harding asked if we should be doing something

with the County Commissioners. Stefani said that inviting them to one of our meetings or getting on their agenda would not be a bad idea. Also as future agenda item, Stefani would like to have a closed meeting to discuss options for her contract with her financial advisor and Brandi Gray. It was also suggested discussing board evaluation in a closed meeting

Rusty Irion adjourned the meeting at 7:40 p.m.

Next Board of Trustees meeting will be held on Monday, October 24, 2011, at 5:30 p.m.

Chair

Secretary