

**Miles Community College**  
**Board of Trustees**  
**Minutes**  
**February 25, 2019**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., February 25, 2019 in room 106. The following Trustees were present: Debbie Morford, Jamie Ogolin, Garret McFarland, Ryan Jones, Jeff Okerman, and Mark Petersen. The following Trustee was excused: Sue Morlock. Also present were President Stacy Klippenstein, Kylene Phipps, Rita Kratky, Erin Niedege, Richard DeShields, Garth Sleight, Jerry Olson, Jay Wiebers, Shawna Juarez, Pauline Flotkoetter, Danielle Dinges, Anne Anderson, Tori Ogolin, Kim Gibbs, Justin Dahl, Kaci Anderson, Kamira Miller and Miles City Star Reporter Ashley Wise.

Chair Debbie Morford called the meeting to order at 5:40 p.m.

**Public Comment:**

**Announcements:** President Klippenstein highlighted the following announcements: Athletic Director Jerry Olson will discuss the Women's basketball tournament. Board of Regents and the Legislative Appropriations committee will meet next week in Helena. Last Coffee Talk with the President is scheduled for March 14, Pioneer Preview Day is scheduled on March 18, and the Young Farmers and Ranchers etiquette dinner is scheduled on March 21. Athletic Director Jerry Olson introduced MCC's new softball coach Shawna Juarez.

**REPORTS:**

- A. Student Senate:** In addition to the written report included in the Board packet, ASMCC Vice President Tori Ogolin reported on the following: Last week was Homecoming week with ice skating, bowling, movie, and coronation of the king, queen, prince, princess, and jesters. A group went to Helena to discuss affordability. They are working on the Academic Awards banquet scheduled for April 27.
- B. Enrollment Services:** In addition to the written report included in the Board packet, Dean of Enrollment Management and Educational Support Services Erin Niedege reported on the following: March and April are very busy months for recruitment staff with College and Career Fairs, tradeshow opportunities, and several dozen high school visits including tribal fairs. We will follow up with senior and junior leads. As expected, our headcount is over 700 and FTE is 456. The final count is expected to increase. We had a strong spring with dual enrollment and retention rates.
- C. Student Engagement:** In addition to the written report included in the Board packet, Dean of Student Engagement & Auxiliary Services Richard DeShields reported on the following: Evening dinners and Valentines dinner in Dining was a nice addition. The coffee stand will be marketed with new hours and we will be utilizing skills of a student barista. We will begin the housing reapplication process planning in March 2019. We are also starting the RA selection process in March. Mental Health and Suicide Prevention report has been sent to OCHE.
- D. Administrative Services and HR:** In addition to the written report included in the Board packet, Dean of Administrative Services and HR Kylene Phipps reported on the following: Mechanical Technology Inc. (MTI) completed the upgrade for the HVAC systems in Pioneer Hall and main campus. The IT department continues to provide a variety of audio and video equipment support for campus events such as the Buckaroo Bash and community organizations such as the Miles City Your Hockey Association State Tournament scheduled in March. Loren Lancaster and Don Warner are happy to report that Banner 9 is now accessible in our campus test environment. This allows employees the opportunity to familiar themselves with the new look and feel and work through any issues/concerns prior to going live in the production environment.
- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: Kim Gibbs introduced Justin Dahl, Kaci Anderson, and Kamira Miller, the students who won first place at the

Rangeland Cup in Minneapolis. MCC is the only Montana school to ever win this award. Kim gave Trustee Petersen the poster the students presented in Minneapolis. The students explained their presentation. Trustee Petersen said our top-notch community college beat top-notch universities and our poster was the most professional. Students represented our school well. Kim Gibbs said out of all the students she has traveled with these students did the most networking.

Kim said MCC has been selected to participate in the CHS University Partnership program. This program currently recognizes 11 community colleges across the country and provides annual funding for scholarships and educational activities for our Ag students. Dean Niedege, Loren Lancaster, and Kim Gibbs submitted the application in September. We received an email in January that we are receiving \$8000 in scholarships, \$4000 for sophomores, \$2000 for freshmen and \$2000 for the Ag club. MCC and MSU are CHS members. This is a renewable partnership. They are excited to have eastern Montana representation. VP Kratky said Kim Gibbs has been busy with the meat-processing program. She has been applying for USDA grant and developing curriculum. VP Kratky gave a nursing update. Pauline is working on ACEN report and state board of nursing report. VP Kratky, Pauline Flotkoetter, and Mary Janssen will be attending the quarterly meeting on April 10 in Helena.

- F. President's Report:** In addition to the written report included in the Board packet, President Klippenstein reported on the following: On February 4, President Klippenstein participated in a Montana 2-year CEO retreat in Helena. MCC leadership is reviewing the possibility of sending a team to San Antonio, TX this fall to participate in the Center for Community College Student Engagement conference and training focused on creating a more systemic guided pathways program for our students and improve student success. MCC will continue to follow federal progress related to the Higher Education Act Reauthorization, which involves bills that focus on affordability, accreditation, oversight, continuation of Title IV funds, and reshaping federal financial aid standards.

Athletic update by Jerry Olson: Athletic Director Olson attended his first Buckaroo Bash, which was a very enjoyable event. Baseball leaves for Arizona on Thursday. They will play 16 games there during spring break. March 2 & 3 MCC will host the Women's Region XIII basketball tournament. The Women are ranked 17<sup>th</sup> in the nation with a 30 and 0 record. District championship will be held in Illinois and the national tournament will be held in Lubbock, TX. Men's basketball team will play Lake Region State College in Williston at the Region XIII playoff. Trustee Okerman commented that MCC hosting the tournament is great for business owners and the community. Great representation for the college.

#### **CONSENT AGENDA:**

Trustee Okerman questioned the disbursement in the amount of \$475,658.35 to a vendor named student. This is the Spring semester disbursement of the Financial Aid funds.

***Trustee McFarland moved to approve the consent agenda as presented. Trustee Jones seconded the motion. Motion passed.***

#### **INFORMATIONAL ITEMS:**

**A. Fall to Spring Retention Data:**

Overall retention rate of 83.11% is the highest since we have been on Banner, which is 2010. We have been much more intentional in many of our efforts, particularly in Dean DeShields' and Anne Anderson's offices and working individually with students and dealing with students in various levels of crisis. This has been a group effort. Our advising day in November was very successful and we received a lot of good feedback from both faculty and students. We did not retain 63 degree-seeking students who were eligible to return. First time full time student retention was 84.65%, which is our best rate since 2013/14. Issues affecting retention include financial aid warning or suspension, academic probation or suspension, mental health issues, and family issues. Dean DeShields said the early alert system that faculty are using is working very well and allows us to reach out to students. Anne Anderson said what students need at that moment of crisis may be referring them to counseling, helping them with meal vouchers, using programs and systems we

have available to them at the moment. Sometimes the student does not know where to start. We have to ask what we can do today, tomorrow, next week so this does not happen in the future. Learning Center is a safe place to land for these students in crisis. Dean DeShields said some of the challenges our students have is their own ability to understand that they can be successful or that they are smart enough to be here. Community colleges are not the last resort, they are the first resort to get the support and build student confidence.

**B. Financial Aid 101:**

Director of Financial Aid Danielle Dinges said that during the current academic year 720 FAFSAs have been received, not quite halfway there for 2019/20. They have already surpassed last year's total number of students awarded with 358 and that does not include our summer students. We should be at approximately 370-375 awarded this year. As of last week, we have disbursed \$775,995 in federal Pell grant dollars, which is up approximately \$100,000 from last year, \$46,400 in SEOG, \$558,277 in subsidized loan, \$710,473 in federal unsubsidized loans, and \$19,560.54 in federal Work Study for a total of \$2,113,705.54 in financial aid. The Pell grant has been increased by \$100 to \$6,195, however no other changes have been made. Danielle discussed the reauthorization legislation that will likely be passed in 2019. Trustee Petersen said work-study seems like a good way to foster student engagement and the value of funds available, what are the constraints. Daniele said that work-study is a need based aid program and the hours the student can work is capped. We carried forward about \$3,500 work-study funds from last year.

**C. AAC/Champion Arena Usage Updates:**

President Klippenstein presented Trustees with AAC usage from the beginning of the school year to date. We have been working very hard since last year with adjustments and controls. We are not having the same condensation issues as last year. We will be having an Advisory board meeting this spring to discuss rental rates and rental policy. We are still waiting to get the appraisal of property.

**FINANCE COMMITTEE:**

**A. Chair Report:**

The Finance Committee met last week and discussed the budget status report, which looks positive. They also discussed the permissive levy, tuition, fees, and room and board. At the March Finance committee meeting we will discuss the tuition, fees, and board and room. These will be brought forward to the Trustees at the April Board meeting with a special session scheduled a week later for the second reading to finalize the tuition, fees, and room and board to be able to take to the Board of Regents. General fund and dual enrollment updates were also discussed.

**B. Old Business: None**

**C. New Business:**

**a. Medical Permissive Levy (request to waive second reading)**

President Klippenstein said this item has been placed on the agenda to get approval to move forward with the process to implement the Medical Permissive Levy. MCC is the only community college that has not implemented a Permissive Medical Levy. If approved it would allow us to establish a base this year of employer contribution of medical insurance and numbers of employees covered by medical insurance. This would establish a cap in employer contribution and number of employees covered by medical insurance. Going forward any change in the employer's contribution and/or increase in the number of employees covered by medical insurance would be in a form of a levy tax. We are asking for permission to move forward in implementing the process to bring information to you, review, hold an open forum, and collect feedback from county constituents. The Board of Trustees votes on a Permissive Levy, it is not voted on by constituents. We are asking to waive the second reading to allow us to move forward on beginning the process. If we want to establish this as the base year, we would have to have Trustee approval by the June Board meeting. No action taken and this will be put on the April agenda.

**HUMAN RESOURCE COMMITTEE:**

**A. Chair Report:**

Kylene created a full agenda regarding staff, initial highlights of faculty negotiations, and summary of thoughts behind the permissive levy and VA facilities.

**B. Old Business: None**

**C. New Business: None**

**QUALITY AND ADVOCACY:**

**A. Chair Report:**

Discussed the due diligence process with the VA process, Legislative update remains fluid, and the Permissive Levy briefing meeting today.

**a. Continued VA Discussion:**

**b. Legislative Update:**

Transmittal week is coming up. Representatives and Senators will be back in town for a reception on campus Tuesday, February 26. Appropriations will begin when they return to Helena on March 7. We have until the end of this week to submit any information to ask for a bill and/or an amendment to the current community college funding model. We have been asking them to raise our state share back to the 50.8% level as in previous bienniums. Instead of doing this, because there has been a lot of emphasis on career and technical education and the importance of two-year education in Montana, during a discussion on the community college funding model the legislature really emphasized they understand that two-year education has a lot more higher cost programs based on the career and technical programs. There is a committee bill that will be put forward to appropriations to review and revamp the funding model by working with community college presidents and the legislative fiscal division over the next two years. We are excited and told the legislative group that we are encouraged, and will want to participate in that dialogue going forward. One thought when talking about career and technical programs is to come forward with one-time only funds to help support community colleges over the next biennium with upstart programs such as diesel or meat processing, with acknowledgement that these are higher cost start-up programs that are needed. The Ed Sub Committee has passed what the governor has in his current budget, which will give community colleges more money than in the previous biennium.

**ACADEMIC STANDARDS AND CONSENT:**

**A. Academic Consent Items:**

VP Kratky discussed the proposed changes, which include adding Leadership Development for Agriculture as a communication credit, adding three-credit math, retiring the Writing 100 course, and Info technology and network – moving ITS 165 course from freshman fall to sophomore spring semester, just moving it in the scope and sequence and balancing with electives.

***Trustee McFarland moved to accept the changes as presented. Trustee Okerman seconded the motion. Motion passed.***

**Future Agenda Items:**

Trustee Morford adjourned the meeting at 7:29 p.m.

The next regular Board of Trustee meeting will be held on Monday, March 25, 2019 at 5:30 p.m.

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Chair

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Secretary