

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

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., March 25, 2019 in room 106. The following Trustees were present: Debbie Morford, Jamie Ogolin, Garret McFarland, Ryan Jones, Jeff Okerman, Sue Morlock, and Mark Petersen. The following Trustee was excused: none. Also present were President Stacy Klippenstein, Candy Laney, Rita Kratky, Erin Niedege, Richard DeShields, Garth Sleight, Sarah Kloewer, Jay Wiebers, Pauline Flotkoetter, Ace Giannonatti, and Miles City Star Reporter Ashley Wise.

Chair Debbie Morford called the meeting to order at 5:37 p.m.

**Public Comment:** None

**Announcements:** President Klippenstein highlighted the following announcements: A group of eight staff and faculty members will be going on an Eastern Montana Tour to Baker on March 29. This meeting will also include school officials from Plevna and Ekalaka. This meeting will include a lunch with school officials from all three schools and then a late afternoon open forum listening session with local leaders from the area. The college will be closed for spring day on April 19.

**REPORTS:**

- A. Student Senate:** In addition to the written report included in the Board packet, ASMCC President Ace Giannonatti reported on the following: ASMCC is getting ready for the Academic Awards Banquet on Saturday, April 27 in room 316, 317, & 322. This year they will be introducing a new award for Student of the Year and will be giving one award to a freshman and one award to a sophomore student. Faculty will submit nominations for these awards. They will again be giving an Outstanding Faculty and Staff award, which students nominate.
- 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: Fall registration opened on Thursday, March 21, which included the advising day and additional special sessions students could participate in. We had a good turnout for advising day with 83 students being registered and we gained 74 FTE. MSU Billings joined us as well. They had a general open recruitment table and a room for private advising for students who want to transfer to MSUB after graduating from MCC. MCC is the only college to have a dedicated day for advising. Enrollment boost is great but it is so much better for the faculty, who have expressed their gratitude. Summer enrollment is very strong.
- 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: Housing and Dining have been having discussions with stakeholders and students for feedback on proposed room and board rates. They will be meeting with Student Senate next week to finalize some of the conversations with them prior to bringing it forward to the Trustees. Our housing reapplication started on advising day. Twenty students reapplied for housing and will be getting more students signed up this week. We had 15 students apply for seven RA positions. We will be filling those positions within the next two weeks. Student government executive committee has looked at the constitution and will have a full review of it next week. They will also be providing refreshments during the Speakers Series. Activities planned for students on April 16 and 17 are an escape room and laser tag. There are statewide conversations regarding Ever-Fi. A decision has been made through the commissioner's office that no institutions will have to pay for Ever-Fi this upcoming year. In the future, the community colleges will fall under the MUS contract and will be paid for by OCHE.
- D. Administrative Services and HR:** In addition to the written report included in the Board packet, in Dean of Administrative Services and HR Kylene Phipps absence, President Klippenstein asked if there were any questions regarding this report:

There were no comments or questions on Dean Phipps report. President Klippenstein complemented the IT staff for livestreaming the state hockey tournament.

- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: Garth discussed the NWCCU report. They are in the process of revising the standards and trying to incorporate federal compliance issues for processes. The significant impact of these changes would make the core theme paradigm optional rather than mandatory. We would still have our Ad Hoc report due in spring of 2020 and then transition over to the new set of standards. We would then have three years to transition to the new standards. The NWCCU feels that the changes would be less onerous and focus on student learning and student success.
- F. President's Report:** In addition to the written report included in the Board packet, President Klippenstein reported on the following: AD Jerry Olson is at the Region XIII meetings and will be back tomorrow. Baseball team traveled to Arizona and played 16 games with a record of 13-2-1. They played a triple header on Saturday and won two lost one. Shout out to the Women's Basketball team who played very well at the national tournament in Laredo and we are very proud of them. Softball Coach Juarez has signed a Miles City athlete and is moving forward with recruiting. President Klippenstein discussed winter retreat notes regarding visioning, current state analysis, and future ideas. March 6 – 8 President Klippenstein had a Two-year CEO retreat during the Board of Regents meeting. They want to look at 2-year colleges being host sites to offer 4-year degrees through other 4-year colleges and universities. We are looking at doing a shared partnership/MOU with MSU Billings.

#### **CONSENT AGENDA:**

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

#### **INFORMATIONAL ITEMS:**

- A. CTE Advisory Board Updates:** Currently we are in the process of scheduling advisory board meetings. We are asking that the program instructor schedule quarterly meetings with their advisory boards to collect their feedback. There is lot of opportunity to gain more from the advisory boards. One change to membership we would like to see is to have both local and national board members. This will help give us perspective of what some of the other programs in a field of study are doing nationwide and where we may have a niche. We would also like to get our advisory board members more involved in recruiting events, lecture to students, or just making our presence known. Dr. Krueger will be on campus in May to conduct a training session with faculty on advisory boards and how to utilize those boards more efficiently.
- B. General Education Core Update:** Sarah Kloewer reported that we wanted to look at our Gen Ed package and make sure that it fits in the MUS system cores. Sarah Kloewer explained how they approached this process and vision of the process. We will no longer have two cores, one for AA and one for AS, we now have one core for both. We shifted requirements from Core level to Program level.

#### **FINANCE COMMITTEE:**

- A. Chair Report:** Trustee Jones reported they met March 15. Tuition, fees, room & board, and the budget were discussed. Tuition, fees, room and board will be brought to the April Trustee meeting for their review. Board of Regents will vote on our tuition increases during their May meeting. Director of Business Services Nancy Aaberge and President Klippenstein met today and are making a few changes to the budget. They will have budget scenarios ready to present to staff and faculty soon. We will also have open forums with students regarding the tuition, fees, and room & board prior to our next Finance Committee meeting.
- B. Old Business:** None
- C. New Business:** None

## **HUMAN RESOURCE COMMITTEE:**

- A. Chair Report:** Met today and discussed staff positions, faculty positions, and the academic calendar. The HR committee would like to ask the Trustees to waive the second reading of the 2019/20 calendar. There will be policy clean up due to the change of number of days off for staff in the 2019/20 calendar. This policy change will be changing the number of staff days off from 16 to 17. Faculty will receive their notices of renewal of contracts at the end of this week. We also discussed the president's evaluation and the election.
- B. Old Business:** None
- C. New Business:**
- a. **AY19-20 Calendar Approval (request to waive second reading):** President Klippenstein discussed the 2019/20 academic calendar. He asked Trustees to waive the second reading. He also asked that the Trustees approve the Policy 600.10.5 change, which would add Martin Luther King Day as a staff holiday thus changing the number of staff holidays from 16 to 17.

***Trustee Morlock moved to waive the second reading. Trustee Ogolin seconded the motion. Motion passed.***

***Trustee McFarland moved to accept the 2019/20 calendar as proposed. Trustee Jones seconded the motion. Motion passed***

***Trustee McFarland moved to waive the second reading of the Policy 600.10.5 change. Trustee Morlock seconded the motion. Motion passed.***

***Trustee Jones moved to accept policy changes as proposed. Trustee Okerman seconded the motion. Motion passed.***

- b. Approve Change of July 22 Trustee meeting to July 29, 2019: President Klippenstein will be out of town.

***Trustee Morlock moved to waive the second reading. Trustee Ogolin seconded the motion. Motion passed.***

***Trustee Jones moved to accept the date change for the July 2019 Trustee meeting. Trustee Morlock seconded the motion. Motion passed.***

## **QUALITY AND ADVOCACY:**

- A. Chair Report:** Trustee Morlock reported they discussed HB2 and it seems to be going very smooth. President Klippenstein will hear more about HB2 tomorrow. We had continued dialog regarding the VA property. They are getting ready to do the CCSSE survey. The committee received a nursing update.
- a. **Legislative Update:** We are very close to having a 5% increase in funding for community colleges, but did not get the renewed 50.8% of state share but remain at 48.2%. Representative Llew Jones and David Bedey are sponsoring HB 657, which talks about the formation of an interim committee that would look at a study of fiscal issues regarding education, K-12 special education funding, community college funding formula, and career and technical education credit value. Over the next two years, there will be a number of meetings regarding this but it is nice that they are looking at if we are funded properly and recognizing the high cost of career and technical programs.

## **ACADEMIC STANDARDS AND CONSENT:**

- A. Academic Consent Items:**  
VP Kratky discussed the proposed changes, which include adding a \$15 fee for Ag classes that travel. This would not be a program charge but a class fee. She also discussed changes in IT, math, science, and physics courses, Core changes as discussed by Sarah Kloewer, and prerequisite changes. The nursing department would like to add a 5-point essay to the nursing application.

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

**Future Agenda Items: Permissive Levy, 1<sup>st</sup> reading tuition and fees rates, facilities updates, Pinning at 4:00, potential special session on May 8 or use as permissive levy open forum, PBA Process summary in May, President's evaluation**

Trustee Morford adjourned the meeting at 7:10 p.m.

The next regular Board of Trustee meeting will be held on Monday, April 22, 2019 at 5:30 p.m.

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Chair

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Secretary