

Miles Community College
Board of Trustees
Minutes
May 20, 2019

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., May 20, 2019 in room 106. The following Trustees were present: Debbie Morford, Jamie Ogolin, Ryan Jones, Jeff Okerman, Sue Morlock, and Mark Petersen. The following Trustee was excused: Garret McFarland. Also present were President Stacy Klippenstein, Candy Laney, Rita Kratky, Erin Niedge, Richard DeShields, Kylene Phipps, Jerry Olson, Taylor Harris, Tara Andrews, Garth Sleight, Jay Wiebers, Pauline Flotkoetter, Polly Petersen, and Miles City Star Reporter Ashley Wise.

Chair Debbie Morford called the meeting to order at 5:35 p.m.

Public Comment: None

Announcements: President Klippenstein highlighted the following announcements: asked to move VI. A. to the Enrollment Report and VII C. b. to the Administrative Services report. President Klippenstein, VP Kratky, Dean DeShields and Dean Niedge will be attending the Board of Regents meeting scheduled on May 23 – 25. . During the Board of Regents meeting, President Klippenstein will be reporting on our PTK student winners. President Klippenstein will be attending the MSACC summer meeting May 31 – June 1. The next round of Faculty negotiation is scheduled on June 11.

REPORTS:

- A. Enrollment Services:** In addition to the written report included in the Board packet, Dean of Enrollment Management and Educational Support Services Erin Niedge reported on the following: Dean Niedge gave a marketing update. Student Services is preparing for fall orientation and college fairs. Our summer enrollment is ahead of last year with 188 headcount and 60.87 FTE. Our first SOAR session is scheduled next week. Fall enrollment stands at 115 FTE compared to 143 FTE last year, however this does not include any of our 33 second year nursing students. Last year's numbers included the nursing students. By May 1, we had 242 admission applications for fall compared to 249 last year, but feel that we are tracking well. Summer applications are tracking up with 57 as of today. We will also see a significant uptick with the SOAR session next week and should be on track to be around the 100 SOAR registration mark by June 1.
- B. 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: We have 176 beds in our residence halls. As of today, 121 students have applied for housing which does not include 30 student athletes. We have begun discussions with Stevenson Design and the community regarding the possibility of building a new resident's hall in the future and what that may look like. We have completed our meal plan evaluations and have found that 75% of our students did use their meal plans this spring, which was better than last fall.
- 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: MCC hosted 24 BHS vendors in the Residence Halls through the weekend. We received our new banners for the light poles and installation of signage should be completed this summer. We have the MonDak players staying on campus with Montana players staying for a week and North Dakota players staying one night. HR: we have hired our summer custodians. Facilities: We are updating the carpeting replacement schedule and building new stairs to access the crow's nest in the Centra. Dean Phipps gave an update on the roofing projects. They have been working with Stevenson Design to go out for bids. Once those bids come back, we will submit them to our insurance for possible readjustment. IT: We livestreamed HiSET Graduation, Nurses Pinning and Graduation for family and friends to view. We also livestreamed the baseball games this weekend with up to 124 people watching. Currently we are working with campus to implement and

build forms for our new online payment program utilizing Access.Gov. Institutional Research: Loren Lancaster attended a 2-day proposal-writing workshop in Great Falls May 14 & 15 offered by the regional TRIO association, ASPIRE Inc. The TRIO grant will be open this fall. He will also be attending the Association of Institutional Research (AIR) Forum in Denver on May 27 -31. Investing in the IR position was part of the accreditation from our last visit. We have grown a lot in this area and having a dedicated staff person has really been beneficial to all areas of campus.

- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: We have hired Jerusha Shipstead as our new Library Director with a start date in mid-June. The CDL class in Colstrip in June and July is now progressing quickly. Guy Lund has contacted all students wanting to enroll in the program and has scheduled meetings. We have a full class with 6 students. We will have our CDL class here as well with 4 students currently registered. We are also offering Kids Kollege again this year.
- F. President's Report:** In addition to the written report included in the Board packet, President Klippenstein reported on the following: On April 29 & 30 MCC hosted Joe Wiegand, a Teddy Roosevelt impersonator, on campus and in town as part of a goodwill tour to promote Medora and the Teddy Roosevelt Museum project. He also went to one of the MCC U.S. History classes and provided a lecture in the MCC Library. President Klippenstein thanked everyone who participated and attended the HiSET, CDL, CNA graduation, Nurses Pinning, Distinguished Alumni reception, and graduation. On May 7, President Klippenstein and Chancellor Edelman were able to sign an agreement outlining eight initiatives designed to strengthen relationships and support the transition of MCC students to MSUB. Discussed upcoming agenda items in June and July.

Athletic update: Athletic Director Jerry Olson introduced our new Women's Basketball coach Taylor Harris. He reported the baseball season ended yesterday. All of our MCC Women's Basketball players are NJCAA All Academic/All-Conference athletes. Baseball had 15 All Academic All-Conference athletes, and Volleyball had 11 All Academic All-Conference athletes. We have hired Chris Witcher as the new rodeo coach.

CONSENT AGENDA:

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

INFORMATIONAL ITEMS:

- A. Summer and Fall Enrollment Updates:** These updates were given during the Enrollment Services report.
- B. Advisory Boards:** VP Kratky said Dr. Krueger, CTE Dean at MSU Northern, was on campus May 7 for Faculty Days to hold a training on the use of Advisory Boards with MCC faculty. We will be working on how to blend national and local board members. In August, we will follow-up on how to incorporate what we learned in the training.

FINANCE COMMITTEE:

- A. Chair Report:** Trustee Jones reported that Nancy Aaberge discussed the budget status. Everything looked healthy. We discussed the waivers compared to percentage of tuition. Nancy Aaberge will update the actuals.
- B. Old Business: None**
- C. New Business:**
- a. Medical Permissive Levy (first reading):** President Klippenstein asked that they move this forward to the June meeting. He said if Trustees had any thoughts or questions about the Medical Permissive Levy he would take them to Nancy Aaberge to get answers. Trustee Petersen said he is very comfortable at where they are at with this process.

HUMAN RESOURCE COMMITTEE:

- A. Chair Report:** Trustee Petersen said they discussed staffing, Medical Permissive Levy, faculty negotiations, the legislative session and had an update on the VA property.
- B. Old Business:** None
- C. New Business:**
 - a. Certify Trustee Election Results:** Tara Andrews and Debbie Morford were elected as Trustees. Trustees were asked to certify the election.

Trustee Ogolin moved to certify election results. Trustee Okerman seconded the motion. Motion passed.

- b. Oath of Office was taken**
- c. Election of Trustee Officers:**

Trustee Morlock moved Debbie Morford continue as board chair. Trustee Jones seconded the motion. Motion passed.

Trustee Ogolin moved that Ryan Jones continue as vice chair. Trustee Morlock seconded the motion. Motion passed.

Trustee Morlock moved that Jamie Ogolin continue as secretary. Trustee Okerman seconded the motion. Motion passed.

- d. Committee Assignments:** Trustee Morford will bring committee assignments to the June meeting.
- e. Conflict of Interest Disclosures:** These forms were filled out and collected
- f. BOT Self Evaluation:** Candy Laney will send out the SurveyMonkey link for the survey to the Trustees. Surveys are due June 14.

QUALITY AND ADVOCACY:

- A. Chair Report:** Trustee Morlock said she appreciates that this was a much simpler legislative session and feels that MCC was taken seriously and feels that this has a lot to do with President Klippenstein's leadership. The committee also talked about the presidential search process.
 - a. Legislative Update:** President Klippenstein said it was a positive outcome for Community Colleges as well as the MUS. This is the first time the legislators followed the funding formula in some way and really took our Montana FTE enrollment numbers seriously. There is a pay plan that was approved by the Governor and hopes to hear more about the status of the pay plan next week. The legislators are going to move forward with the funding model review.

ACADEMIC STANDARDS AND CONSENT:

- A. Academic Consent Items:** Rita discussed the proposed Academic Standards changes and proposals.

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

Future Agenda Items: BLM Property appraisal, CRM Information and Approval, and Facilities Projects,

Trustees went into a closed Executive Session at 6:49.

Trustee Morford adjourned the meeting at 7:20 p.m.

The next regular Board of Trustee meeting will be held on Monday, June 24, 2019 at 5:30 p.m.

Chair

Secretary