

**Miles Community College**  
**Board of Trustees**  
**Minutes**  
**June 24, 2019**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., June 24, 2019 in room 106. The following Trustees were present: Debbie Morford, Jamie Ogolin, Jeff Okerman, Sue Morlock, Garret McFarland and Tara Andrews. The following Trustee was excused: Ryan Jones. Also present were Interim President Aaron Clingingsmith, Candy Laney, Rita Kratky, Erin Niedege, Richard DeShields, Kylene Phipps, Jerry Olson, Garth Sleight, Pauline Flotkoetter, Nancy Aaberge, Jay Wiebers, and Miles City Star Reporter Ashley Wise.

Chair Debbie Morford called the meeting to order at 5:38 p.m.

**Public Comment:** None

**Announcements:** Interim President Aaron Clingingsmith highlighted the following announcements: He and Nancy Aaberge will be traveling to Helena on June 25 to attend the Legislative Audit Committee meeting; he will be attending the Two-year Leadership retreat in Hamilton, MT on March 15.

**REPORTS:**

- A. 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: The last SOAR session was full. Dean Niedege expects the next session to be full as well. Dean Niedege also reported they have begun tracking student retention.
- 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 178 beds in our residence hall. We have received 154 housing applications and have four SOAR sessions left. They have received a rough draft of a new residence hall design and will continue to move this forward. EverFi, our Alcohol Edu program, as well as our sexual fall prevention tool and our financial literacy training rolled out last week for all of our incoming students. MCC will be partnering with Kiwanis to provide a movie night in the park for our students this summer. We are finalizing plans for rolling out a community service and service-learning model. This will show us how to incorporate service learning in classrooms and how to document our community services for accreditation purposes. This summer we will have had the MonDak players, Stockgrowers, one team with CABA, MedStart camp, and a student group from Rutgers who are raising money for a Dream Project all on campus this summer.
- 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: The campus signage project is complete. This year is also a year for our fleet auto rotation. We have purchased a 2019 Equinox and 2017 Edge, which have replaced the 2012 Equinox and Sable. IT is on schedule with implementation of our online payment forms. Facilities and IT are moving forward with our facilities plan, such as flooring projects, and other maintenance and inventory issues to get ready for the fall semester.
- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: Congratulated Pauline Flotkoetter for being named our Director of Nursing. The State of Montana has relicensed our CNA program. VP Kratky discussed summer classes and seat capacity. This process will make it more efficient in terms of getting our summer classes to capacity.
- F. President's Report:** In addition to the written report included in the Board packet, Interim President Clingingsmith reported on the following: Interim President Clingingsmith said he has enjoyed his transition period with Dr. Klippenstein prior to

his departure. He attended the City Council meeting with Athletic Director Jerry Olson and Dean Niedge on June 11.

**Athletic update:** Athletic Director Jerry Olson said the softball field project is moving forward. We have received approval from the City to work on the field. He has been in contact with companies to help pay for this project.

#### **CONSENT AGENDA:**

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

#### **INFORMATIONAL ITEMS:**

- A. Fall Enrollment Updates:** Dean Niedge updated the Trustees on summer enrollment numbers. As of today, we are 10 FTE ahead of last year with 74.13 FTE and 235 HC. We have seen growth with area high schools. Co-requisite classes have had an impact on the types of classes high school students are taking. Continuing student number is at 31 FTE, which is an increase over the last two years. Fall enrollment is 192 FTE and is continuing to track ahead of last year. Next SOAR session is filling up and expect at least 35 students. Most of the students on the non-retained list are students that applied to the Nursing program. Those students are waiting to see if they are accepted into the program before registering. Summer and Fall SOAR registration numbers are at 152 and are well ahead of last year's numbers on July 1. We have received 319 admission applications as of today.

#### **FINANCE COMMITTEE:**

- A. Chair Report:** Trustee Morlock reported the budget is on track and Trustees will be approving it in August. Amazed at the accuracy of projected numbers to actuals, and feels we are making decisions on great data. We will be bringing forward a resolution to give approval to use money received from a reversion from Flathead Valley Community College and the Governor's budget reductions implemented in FY2018 and restored in spring of FY2019. With people leaving this year, we will be using this money for payouts. They are asking Trustees to waive second reading. We will also be voting on the Permissive Levy resolution. This levy will only cover health insurance increases over what we currently pay. Trustee Morlock feels this will level the playing field with DCC and FVCC as they have had this in place for a number of years. Will give us much more leverage and stability in our budget.

**B. Old Business:**

- a. Permissive Medical Levy Approval (second reading):**

***Trustee McFarland moved to accept the permissive levy. Trustee Morlock seconded the motion.***

***Trustee Morford asked if we had received any further public comment from the online process. Candy Laney said we have not received any public comment since the beginning of May.***

***Motion passed.***

**C. New Business:**

- a. Fiscal Year 2020 General Fund Budget Approval (first reading):** Nancy Aaberge discussed the budget highlights on the summary of expenditures for the General Fund. Summary of budgeted expenses will change a little between now and July. Grant totals may also change a little because we do not get accurate numbers until July.

- b. Additional State Appropriation Resolution (waive second reading):**

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

***Trustee Morlock moved to approve the Additional State Appropriation resolution. Trustee Okerman seconded the motion. Motion passed.***

**HUMAN RESOURCE COMMITTEE:**

- A. **Chair Report:** Trustee McFarland said they discussed staffing, working on a counselor agreement with One Health, and were given a legislative update. He welcomed Interim President Aaron Clingingsmith. Interim President Clingingsmith will be attending a Two-year retreat on July 15 in Hamilton, MT. Negotiations have been completed. VA facility is still in the negotiations process, Presidential search will be kicked off soon.
- B. **Old Business:** None
- C. **New Business:**
  - a. **Updated Business Transaction Authorization Resolution:** Asked to waive the second reading.

*Trustee McFarland moved to waive the second reading. Trustee Okerman seconded the motion. Motion passed*

*Trustee Morlock moved to accept the Updated Business Transaction Authorization Resolution. Trustee McFarland seconded the motion. Motion passed*

- b. **Board of Trustee Summer Retreat Dates:** Trustee Ogolin prefers a one-day retreat. After much discussion, it was decided to hold a one-day retreat on July 22 from 7:00 a.m. to 5:00 p.m.

**QUALITY AND ADVOCACY:**

- A. **Chair Report:** Trustee Okerman said they were given an NCLEX update by Pauline Flotkoetter, they were given a legislative update and discussed the reversion funds, and discussed the VA property.

**Future Agenda Items: BLM Property appraisal, VA update**

**Trustees went into a closed Executive Session at 6:42.**

Trustee Morford adjourned the meeting at 7:30 p.m.

The next regular Board of Trustee meeting will be held on Monday, July 29, 2019 at 5:30 p.m.

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Chair

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Secretary