

Miles Community College
Board of Trustees
Minutes
August 27, 2018

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., August 27, 2018 in room 106. The following Trustees were present: Debbie Morford, Mark Petersen, Sue Stanton, Garret McFarland, Jeff Okerman, and Jamie Ogolin. The following Trustee was excused: Ryan Jones. Also present were President Stacy Klippenstein, Candy Laney, Kylene Phipps, Rita Kratky, Erin Niedge, Pauline Flotkoetter, Garth Sleight, Richard DeShields, Chalon Bilbro, Ace Giannonatti, Sarah Pett, Tracy Baker, Stephen Dent, Danielle Dinges, Nancy Aaberge, Jerry Olson, Jessica Lofland, Tracie Vogel, Carla Cummins, and Miles City Star Reporter Ashley Roness.

Chair Debbie Morford called the meeting to order at 5:34 p.m.

Public Comment:

Announcements: President Klippenstein highlighted the following announcements: President Klippenstein invited Trustees to a faculty reception that will be held Tuesday, August 28 at the Tongue River Winery. Volleyball vs Rocky Mountain College JV in the Centra on September 5. MidRivers will be holding an ESports tournament on campus September 14-16. He introduced new employees to the Trustees and Ace Giannonatti and Chalon Bilbro were at the meeting to represent Residence Life and ASMCC. President Klippenstein also discussed an article “The Top 10 Community Colleges in the United States” in News Week ranking MCC eighth in the nation. Convocation today was outstanding.

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 and Tracie Vogel discussed the new website design and new digital marketing efforts. The Website committee has done a lot of work on the new and up to date website, which is scheduled to go live next week. We also have a new Athletic website.
- B. Student Engagement:** In addition to the written report included in the Board packet, Dean of Student Engagement & Auxiliary Services reported on the following: Students will move into the residence halls on September 30 and invited the Board of Trustees to help with this process if they were available. Dean DeShields discussed the schedule for Welcome Wagon week.
- C. Administrative Services:** In addition to the written report included in the Board packet, Dean of Administrative Services and HR Kylene Phipps reported on the following: Dean Phipps thanked the IT and Facilities staff for getting all of the projects completed this summer. They are using the facilities strategic plan for updating and replacing items on campus. IT will be helping Mid-Rivers with the ESport event they will be having on campus. We are moving forward with the Banner 9 upgrade. They will be installing it on the test environment on September 16 & 17. We will then upload it into our production environment on October 21 & 22. As a data driven campus, Loren Lancaster is working diligently to provide information across campus.
- D. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: VP Kratky said we are in the search process for the FAR position on campus. Pauline Flotkoetter presented the 2018 ACEN Follow-up Self-Study report. NCLEX pass rate is at 79% with four students not passing. This is an improvement from 55% to 79%. We have one more student who is scheduled to take the test in September. Associate Dean Sleight discussed the official notice received from NWCCU regarding the status of our Mid-Cycle and Ad Hoc reports.

E. President's Report: In addition to the written report included in the Board packet, President Klippenstein reported on the following: President Klippenstein attended the Ruffalo Noel Levitz National Conference in Orlando, FL. President Klippenstein was a presenter at this conference. Anne Anderson and Danielle Dinges from MCC were both able to attend this conference. A written report will be formally submitted to the Interim Finance Committee in Helena on September 7. The community college presidents will all be there to answer any questions the committee members may have. The MCC Advocacy and Quality Committee has reviewed this information. Athletic Director Jerry Olson gave athletic update, which included the Pioneer Classic Golf Scramble, volleyball team is 3 & 2 right now, and the rodeo team has a rodeo on September 6. We would like to make the Centra a 24-hour facility. For insurance purposes, in order to make this change, the facility must be manned at all times.

CONSENT AGENDA:

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

INFORMATIONAL ITEMS:

A. Enrollment Updates: Dean Niede provided an update on our enrollment. She provided numbers in our Enrollment Funnel, which included numbers in the stages from prospects through enrolled students. To date we have received 432 admission applications. Snap shot of enrollment by student type was discussed. Enrollment is tracking ahead of previous years. She contributed our retention numbers to their efforts of getting students registered prior to leaving last spring. Our summer enrollment numbers were 63, which were 20 up from summer 2017.

FINANCE COMMITTEE:

A. Chair Report: President Klippenstein said the Finance Committee discussed FY18 end. Director of Business Services Nancy Aaberge did a great job and was able to submit numbers to the Commissioner of Higher Education office on time. Auxiliaries were also discussed. Nancy Aaberge and Dean DeShields will discuss the auxiliary's inventory and budgets with the committee. FY19 we received the \$30,653 from the state, which was the reduction as part of the special session in November FY18.

B. Old Business: None

C. New Business: None

HUMAN RESOURCE COMMITTEE:

A. Chair Report: Trustee Petersen reported the committee was briefed on staffing, staffing changes, West End Campus maintenance, Faculty Athletic Representative (FAR), search statuses, and the Employee Satisfaction Survey. The Business Transaction Authority Resolution was also discussed.

B. Old Business: None

C. New Business:

a. Business Transaction Authorization Resolution: With Troy Franklin leaving and Richard DeShields and Jerry Olson being hired, we need to update our authorized signers for the college. President Klippenstein ask for a waiver of the second reading.

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

Trustee McFarland moved to accept the Business Transaction Authorization Resolution as presented. Trustee Stanton seconded the motion. Motion passed.

Quality and Advocacy: The committee was briefed on the review of the community college funding model. Ag Advancement Center fact sheet and information compiled over the first year of usage and staffing was discussed.

Future Agenda Items: AAC Solar project. We are still waiting to hear from the roofing company on some final engineering analysis in order to reinforce the roof in preparation for installing the solar panels.

Trustee Morford adjourned the meeting at 6:37 p.m.

The next regular Board of Trustee meeting will be held on Monday, September 24, 2018 at 5:30 p.m.

Chair

Secretary