

Miles Community College
Board of Trustees
Minutes
October 15, 2018

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., October 15, 2018 in room 106. The following Trustees were present: Debbie Morford, Garret McFarland, Jeff Okerman, Sue Stanton, Ryan Jones and Jamie Ogolin. The following Trustee was excused: Mark Petersen. Also present were President Stacy Klippenstein, Candy Laney, Kylene Phipps, Rita Kratky, Erin Niedege, Richard DeShields, Ace Giannonatti, Jay Wiebers, and Miles City Star Reporter Ashley Wise.

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

Public Comment:

Announcements: President Klippenstein highlighted the following announcements: The Foundation will be having a Donor reception at the Town and Country Club on October 19 at 5:30 p.m. There will be a pre-season basketball tournament on November 1 – 3 in Newtown, ND. We are planning an Eastern Montana Tour, where a group of us will be going to Circle and Sidney one day and Baker, Plevna, and Ekalaka the next day. During this mini tour, we will be collecting feedback from various community leaders and visit the schools in that area. We will also be scheduling tours in Broadus, Forsyth, and Colstrip area.

REPORTS:

- A. Student Senate:** in addition to the written report included in the Board packet, ASMCC President Ace Giannonatti reported on the following: The ASMCC are trying to get a representative from each club and organization on campus. ASMCC has planned a pink-out night on Wednesday during the Volleyball game. ASMCC also funded a bus trip to the Black Hills.
- 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: Dean Niedege said we have wrapped up all of our fall college fairs. We are sitting at 549 leads from the college fairs and are waiting on one last upload of students who attended the college fairs. This upload will put our number of leads even higher. MCC had strong engagement at the fall college fairs. This year we tried Geo Fencing and Geo Re-Targeting with phenomenal results. As of today, we had just over 100,000 total impressions and 695 clicks with a click through rate of .67%, which is 9 times the national average. We have hired Kim Helmts as the new Admissions Counselor.
- C. Student Engagement:** In addition to the written report included in the Board packet, Dean of Student Engagement & Auxiliary Services reported on the following: Dean DeShields said they continue to work on student engagement. They will be helping students register to vote. Enrollment has remained strong in housing and dining, with only two students choosing to leave. Dean DeShields also presented the Annual Security and Fire Safety report.
- 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: Dean Phipps gave an update on the facilities projects. This year the Institutional Research committee will be focusing on assessments, and will have all data going to Director of Institutional Research Loren Lancaster to monitor and maintain. We will be using this information to prepare for our Seven-year Accreditation Evaluation in 2022.
- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: VP Kratky, Mary Janssen and Pauline Flotkoetter attended the State Board of Nursing meeting in Helena, which went very well. SBON is pleased with our progress and where our program is

moving. Tomorrow they will be holding Dining with the Deans with students at the Workforce Readiness Center.

- F. President's Report:** In addition to the written report included in the Board packet, President Klippenstein reported on the following: President Klippenstein thanked everyone who organized and set-up the Scholarship Donor Recipient reception. The ACEN visit on September 25 and 26 was very well received by the two evaluators. President Klippenstein thanked the Nursing faculty and staff who did an outstanding job putting all the information together. We will know more about the outcome of the visit in January. He also thanked the Trustees who joined them on the tour of the VA.

CONSENT AGENDA:

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

INFORMATIONAL ITEMS:

- A. Retention Updates:** Dean Niedege provided a retention update. Overall retention is just over 50.51%. We retained 150 students and the number of non-retained students was 147. Retention will be a continued focus for us.

FINANCE COMMITTEE:

- A. Chair Report:** Trustee Jones reported the committee received updates on auxiliary budgets, athletics, property insurance damage and AAC updates. Tonight we will have a softball update from Athletic Director Jerry Olson. Two resolutions will be presented tonight and ask that we waive the second reading.
- a.** Jerry Olson discussed the process of adding softball and said we have a few more budget items to address. After adding softball, 56% of our athletes will be female and 44% will be male, so we will be very close to being compliant with Title 9.
- B. Old Business:** None
- C. New Business:**
- a. Disposal of College Property Vehicles/Trailers Resolution (request to waive second reading):** Dean Phipps discussed the resolution and the purpose for it. The funds from EMC Insurance will be put back into the car operation fund and will help with vehicle rotation

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

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

- b. HVAC System Controls Upgrades Resolution (request to waive second reading):** Dean Phipps discussed the resolution and the purpose for it. Our controls are very outdated and MTI has suggested we replace them. We are receiving a 3% discount on the project from MTI. We will need to upgrade the controls every 8 – 10 years. Going forward, we will be able to budget for these upgrades.

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

Trustee Jones moved to accept the Resolution as presented. Trustee Ogolin seconded the motion. Motion passed.

HUMAN RESOURCE COMMITTEE:

- A. **Chair Report:** Trustee McFarland said the committee was briefed on staffing, softball, committee list, and the strategic plan.
 - a. **2018-19 Strategic Plan Update:** President Klippenstein said we have collected feedback from across campus and have incorporated all the feedback from across campus along with the Trustees expectation into the document presented tonight. We will now work on action items for each core theme and core objectives.

- B. **Old Business:** None

- C. **New Business:** None

Quality and Advocacy: With the date change for the October Board of Trustee meeting, we will bring an update to the November meeting.

Future Agenda Items: SEP update, academic highlight

Trustee Morford adjourned the meeting at 6:45 p.m.

The next regular Board of Trustee meeting will be held on Monday, November 26, 2018 at 5:30 p.m.

Chair

Secretary