

Miles Community College
Board of Trustees
Minutes
November 26, 2018

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., November 26, 2018 in room 106. The following Trustees were present: Garret McFarland, Jeff Okerman, Sue Stanton, Ryan Jones and Jamie Ogolin. The following Trustees were excused: Debbie Morford and Mark Petersen. Also present were President Stacy Klippenstein, Candy Laney, Kylee Phipps, Rita Kratky, Erin Niedege, Richard DeShields, Garth Sleight, Ace Giannonatti, Kim Helmts, Jerry Olson, Pauline Flotkoetter, Jay Wiebers, and Miles City Star Reporter Ashley Wise.

Vice Chair Ryan Jones called the meeting to order at 5:32 p.m.

Public Comment:

Announcements: President Klippenstein highlighted the following announcements: We will be holding an AAC Advisory Committee meeting on Thursday, November 29. We will be holding an MCC/DCC Legislative Breakfast on Friday, November 30 for area legislators. The MCC holiday party will be on Friday, December 7 and the Pioneer Club Reverse Raffle will be held on Saturday, December 8 in the Centra. President Klippenstein introduced MCC's new Admissions Counselor Kim Helmts. He congratulated Trustee Stanton on her marriage.

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 in the process of revising their bi-laws. ASMCC donated \$500 to the Infusion Center at Holy Rosary Hospital. ASMCC will be holding a Holiday Meet and Greet for students to meet with the ASMCC Board.
- 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: Today we are at 167 FTE and 192 headcount for spring, which is approximately 7.5% ahead of last year for FTE and 13% ahead for headcount. This number does not include nursing.
- C. Student Engagement:** In addition to the written report included in the Board packet, Dean of Student Engagement & Auxiliary Services reported on the following: MUS recently issued a directive to colleges and universities regarding Clery and Clery report compliance. The Clery report is the safety report where we identify the statistics regarding criminal manners. This directive does not apply to community colleges, but will let us be included in any training that will be done regarding Clery and the Clery report. We have asked for support and advocacy for continued training.
- D. Administrative Services and HR:** In addition to the written report included in the Board packet, Dean of Administrative Services and HR Kylee Phipps reported on the following: On Site Energy has completed the installation for our internet monitoring of our solar panels. This is a 20 kW system. Right now, because of the time of year and placement of the panels, we are pulling about 8.46 kW. We have an AAC Advisory committee meeting Thursday evening at the AAC. The IT department continues to work with athletics to improve live streaming of athletic events. They are also looking at improving live streaming of general campus events. Loren is busy working with Community College Survey of Student Engagement (CCSSE). We participate in this survey every other year. The college is also a participant of the National Post-Secondary Student Aid study and he is working at gathering information for this as well.
- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: This is the second year we

have gotten the spring and summer schedule out together. We are finishing up the faculty reviews and should be caught up this spring.

- F. President's Report:** In addition to the written report included in the Board packet, President Klippenstein reported on the following: President Klippenstein thanked Trustee Okerman for attending the lunch with Lt. Governor Cooney. The Lt. Governor was also given a tour of the Nursing simulators. President Klippenstein also thanked Trustee Ogolin for attending the ACCT Congress in New York. President Klippenstein and Jerry Olson traveled to New Town, ND for the first MonDak preseason basketball tournament. During the Eastern Montana Tour on November 8, President Klippenstein, Erin Niedege, Rita Kratky, Garth Sleight, Pauline Flotkoetter, Tammy Jones, and Tracy Baker traveled to Circle and Sidney to meet with Superintendents, counselors, and community leadership. They received feedback about MCC and asked how we can work together. They will be traveling to other communities soon. There is a new commission for the American Association of Community Colleges (AACC). Fifteen presidents from rural community colleges make up this commission. President Klippenstein has been named to this commission. This commission will establish best practices to help shape policies on a national level. President Klippenstein, VP Kratky, and Dean DeShields attended the Board of Regents meeting last week in Missoula. The Regents had a conversation about what the Regents believe is a value of two-year education and what should we be doing from a two-year college perspective across the state. President Klippenstein asked Commissioner Christian, if there is an opportunity during the Regents summer retreat, having representatives from each of the community colleges Board of Trustees and Tribal colleges discuss two-year education with the Regents.

CONSENT AGENDA:

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

INFORMATIONAL ITEMS:

- A. Spring Registration and Advising Days:** Dean Niedege and VP Kratky reported our first Spring Advising Day was held on November 14. Our Fall Advising Day has been scheduled for March 21. We have gotten very positive feedback from faculty. During this Advising Day, we got 120 FTE and 132 headcount for spring semester. Advising taskforce has received feedback and will be implementing some changes for the fall advising day in March. Being able to have a day dedicated to advising was very helpful to faculty members. This was a much more cohesive process for students who have two advisors. In addition, when holds popped up on the students account they could clear them up right away and proceed with registration. Advisors are following up with students on the Not Registered list. Holding the advising day should prove to be very beneficial for both students and advisors and for retention. We had concurrent programming running at the same time as the advising. The Learning Center held a scholarship day for students with a drop-in scholarship search time using the Montana Career Information systems. They also had Nicole Rolf in to give presentations on how to write scholarships and how to write scholarship applications or an essay for a scholarship application. We had computers available for Banner registration assistance. We did drop-in finals week scheduling with PTK leaders to help our new or first-time students navigate finals schedule. During the March Advising Day, we are looking into doing some programming for our graduating sophomore students. Some of the programming may be on job search, job preparation, transfer preparation, etc. Their hope is that Advising Day can grow in the future. Currently we are the only college in the state that has an advising day.

FINANCE COMMITTEE:

- A. Chair Report:** Trustee Jones reported the committee received updates on financials and the community college funding model. Budget summary report is still looking positive especially with the increase in enrollment.
- a.** Jerry Olson discussed the tournament in New Town, ND. The Athletic Directors met and discussed having their post-season tournament there. The Athletic Department has gone to YouTube for livestreaming. Our

corporate sponsorships are \$15,000 ahead of last year. Reverse raffle tickets are now on sale. The drawing will be held in the Centra after the basketball games on December 8. Softball coach search is open and we have received a number of applicants. We have been meeting with people from CCDHS and the City of Miles City regarding the updates that will have to be made on field 3 of Bender Park.

B. Old Business: None

C. New Business: None

HUMAN RESOURCE COMMITTEE:

A. Chair Report: Trustee McFarland said the committee was briefed on staffing, softball, continuing Labor Management negotiation, tuition and fees, and the Governor's budget. They also discussed the change in the calendar.

B. Old Business: None

C. New Business:

a. Spring 2019 Calendar Change Resolution (waive second reading)

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

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

QUALITY AND ADVOCACY:

A. Chair Report: Trustee Okerman said the committee discussed the initial release of the Governor's Budget. He thanked the Leadership Team and Trustee Morford for penning a letter to the Governor that represented the Trustees position for funding.

a. OBPP/Governor's Budget: Governor submitted his preliminary budget for the biennium on November 15 with the final budget being submitted by December 15. In HB2, education is in Section E. The community college assistance program is in program 4 of Section E. The Governor is proposing approximately \$34 million more for higher education this upcoming biennium. The three community colleges together would receive approximately \$1.1 million for the biennium. This will equate to approximately \$506,000 the first year and \$591,000 the following year. MCC's portion is approximately \$180,000 the first year and \$200,000 the following year. In the past few years, community colleges have been underfunded. In the last three biennium's, this is the first time we have seen this positive movement. On December 15, we will have a clearer idea of exactly what the Governor's budget looks like. The Governor is asking for a cap on tuition for the MUS. This does not include the community colleges. The Governor is also proposing \$2.5 million to go back into Montana's need based aid, which we lost four years ago. This need based aid will require a match of \$2.5 million from donors. There is no money allocated for the next two years for the continuation of the MUS 1, 2, Free program. The Legislative Fiscal committee will meet on December 3 and will be reviewing the community college funding model. At this meeting, we are going to make the argument to get rid of the reversion language in the funding model. After this meeting, we will have a good sense from that group of how the Legislature will play out.

ACADEMIC STANDARDS AND CONSENT:

A. Academic Consent Items: VP Kratky discussed the proposed changes in math and algebra classes.

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

Future Agenda Items: SEP update, academic highlight, Canvas presentation.

Trustee Jones adjourned the meeting at 6:35 p.m.

The next regular Board of Trustee meeting will be held on Monday, December 17, 2018 at 5:30 p.m.

Chair

Secretary