

**Miles Community College**  
**Board of Trustees**  
**Minutes**  
**July 29, 2019**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., July 29, 2019 in room 106. The following Trustees were present: Debbie Morford, Ryan Jones, Jeff Okerman, and Sue Morlock via telephone. The following Trustee were excused: Jamie Ogolin, Garret McFarland, and Tara Andrews. Also present were Interim President Aaron Clingingsmith, Candy Laney, Rita Kratky, Erin Niedege, Richard DeShields, Kylene Phipps, Garth Sleight, Pauline Flotkoetter, Jay Wiebers, and Miles City Star Reporter Ashley Wise.

Chair Debbie Morford called the meeting to order at 5:36 p.m.

**Public Comment:** None

**Announcements:** Interim President Aaron Clingingsmith highlighted the following announcements: He will be traveling to FVCC for the Governor's Cup July 31 – August 1. He will be meeting with the community college presidents to discuss the funding model. SOAR session is scheduled on August 13 and New Employee Orientation is scheduled on August 20 at the Range Riders Museum.

**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: MCC won the "We Support Students" award from MPSEOC. Danielle Dinges, Director of Financial Aid and Admissions is trying to get a session with Joe Thiel of OCHE regarding student transfer issues. We have brought concerns to the MPSEOC Executive Director and their Board regarding their website and issues with our students transferring to other Montana colleges. There have been some changes to UM and MSU websites because of this meeting. MCC contracted with Inceptia to provide comprehensive student loan default prevention tools and services. We are very pleased with the Inceptia product, as it has improved our retention and delinquent loan rates.
- 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: First group of students arrive on campus this Sunday. Occupancy numbers in the residence halls are up 10 students from last year at this time and we are still receiving applications. Stevenson Design has given us updated plans for the new residence hall. Welcome Wagon begins on August 29, with helping students move in and will have a BBQ that evening. He invited Trustees to the Welcome Wagon events. Volunteer and Service Learning conversations in preparation of a "Year of Service" campaign continue. We have also implemented a way to track service and volunteer hours.
- 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 reported on the open positions at MCC. Thanked staff and faculty for taking the time to participate on Search Committees. Thanked Loren Lancaster and Don Warner for implementing Banner 9.
- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: Rita highlighted the faculty and staff welcome back week. Currently 11 of our nursing students have taken the NCLEX and 10 have passed. We will have 69 students in the Nursing program this year.
- F. President's Report:** In addition to the written report included in the Board packet, Interim President Clingingsmith reported on the following: Will be discussing the funding model at the meeting in Kalispell. Interim President Clingingsmith and VP Kratky had a chance to talk with RDO Equipment and reaffirm that commitment

within our Heavy Equipment program. We are entering year two of five and look forward to seeing that equipment coming our way later this summer.

**Athletic update:** Interim President Clingingsmith gave an athletic update on the softball complex.

**CONSENT AGENDA:**

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

**INFORMATIONAL ITEMS:**

- A. Presidential Search Listening Sessions:** Interim President Clingingsmith said we want to give our citizens the opportunity to attend listening sessions to discuss what they feel we should look for in our next president. These sessions have been scheduled on August 13 at 5:30 at the AAC and August 14 at noon in the library.

**FINANCE COMMITTEE:**

- A. Chair Report:** Trustee Jones reported they were updated on the budget and permissive levy. They also discussed the Audit. Interim President Clingingsmith said they discussed the PBA process. Nancy Aaberge and Interim President Clingingsmith traveled to Helena for the Fiscal Audit Committee meeting. This is the third year in a row with no findings. He thanked Nancy Aaberge for all the work she does to accomplish this.

**B. Old Business:**

- a. Fiscal Year 2020 General Fund Budget Approval (second reading):**

***Trustee Jones moved to accept the FY2020 General Fund Budget as presented. Trustee Morlock seconded the motion. Motion passed.***

**C. New Business:**

- a. FY18 Financial Statement Audit approval (first reading):**

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

***Trustee Jones moved to approve the FY18 Financial Statement Audit. Trustee Okerman seconded the motion. Motion passed.***

**HUMAN RESOURCE COMMITTEE:**

- A. Chair Report:** Trustee Okerman said they discussed staffing; he thanked everyone involved to make sure these positions are filled with the best candidates possible. They also discussed the Faculty Master Agreement.

**B. Old Business:** None

**C. New Business:**

- a. Ratify Faculty Master Agreement:** Dean Phipps discussed the Faculty Master Agreement for FY20 and 21. We had a very positive experience with the Faculty Association during this process.

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

***Trustee Okerman moved to ratify the Faculty Master Agreement. Trustee Jones seconded the motion. Motion passed***

- b. Change December 16, 2019 and May 18, 2020 Trustee meeting dates:**

**Trustee Okerman moved that we move the December 2019 and May 2020 Trustee meeting dates to the third Monday of each month. Trustee Jones seconded the motion. Motion passed.**

**QUALITY AND ADVOCACY:**

- A. Chair Report:** Trustee Okerman said they had an opportunity to give input on the funding model and the process. Board of Regents only have two Regents with longevity on that board. The community college Presidents will have an opportunity to give a Community College educational presentation to the Regents.

**Future Agenda Items: Tour the Softball complex, VA, Residence Halls**

Trustee Morford adjourned the meeting at 6:12 p.m.

The next regular Board of Trustee meeting will be held on Monday, August 26, 2019 at 5:30 p.m.

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Chair

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Secretary