

Miles Community College
Board of Trustees
Minutes
August 26, 2019

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., August 26, 2019 in room 106. The following Trustees were present: Debbie Morford, Ryan Jones, Jeff Okerman, Sue Morlock, Jamie Ogolin, and Tara Andrews. The following Trustee was excused: Garret McFarland. Also present were Interim President Aaron Clingingsmith, Candy Laney, Rita Kratky, Erin Niedege, Richard DeShields, Kylene Phipps, Jerry Olson, Garth Sleight, Jay Wiebers, Tracy Baker, Sarin Hoppe, Anne Anderson, Donna Faber, Shawna Juarez, Erica Dick, Lena Jaycox, Taylor Harris, Chris Witcher, and Miles City Star Reporter Ashley Wise.

Chair Debbie Morford called the meeting to order at 5:37 p.m.

Public Comment: None

Announcements: Interim President Aaron Clingingsmith highlighted the following announcements: Outlined Welcome Wagon week, room change for September Board of Trustee meeting, SOAR on Friday, August 30.

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: 57 students are registered to attend the next SOAR session on Friday, August 30. The Student Services staff, anticipating scheduling difficulties, pre-registered some of the students coming to this SOAR session so students can get in classes they need. Their hope is this will alleviate some of the students being on waitlists. There are 20 students in the online SOAR and 45 high school students enrolled through the Pioneer Express program.
- 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: Introduced ASMCC President Sarin Hoppe. Ms. Hoppe reported the RA's have all moved in and Welcome Wagon events have been scheduled. She invited Trustees to attend Welcome Wagon events. Student Senate has five members and hope to recruit more members. Dean DeShields said they are in the process of scheduling a committee fair. He is excited to work with IT and Maintenance on card access for students to enter the building rather than using keys. Students are starting to arrive, however the Volleyball team has been on campus for a few weeks. Our current occupancy is 157 students or 91.6%. Dean DeShields spoke with the Finance Committee regarding new residence halls. They are finalizing the MOU for the counselor position with OneHealth. This counselor will be on campus three days a week. New student assessment will be rolled out on October 7. This will allow Student Services to be able to contact students that are at risk of not returning. Fill the Wagon, is the kick off for our Year of Service. It will take place during the Welcome Wagon BBQ. We will be taking items collected during this drive to local groups such as Head Start.
- C. 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 10th New Employee Orientation was held on August 22 at the Range Riders Museum with 17 attendees. BeKa Stein Phipps has been hired as our Marketing and Campus Communications Coordinator. Deidre FitzGerald has been hired as the new Nursing Instructor. Through the PBA process, we have a new line item for a new Nursing Science Instructor. Dean Phipps also gave an update on the presidential search process. The IT and Maintenance Departments are in the process of implementing the new proximity access cards which will take the place of keys. We are excited to see how this works and will be able to move toward using the proximity access cards for other areas of the campus. IT and Maintenance departments are getting the grounds and facilities ready for Welcome Wagon. We

are also implementing new student emails. Loren Lancaster is working on the CCSSEE report.

D. Academic Affairs: In addition to the written report included in the Board packet, Vice President Rita Kratky reported on the following: VP Kratky thanked the faculty and Student Services who have been working diligently to be in constant communication in terms of filling sections, opening sections and keeping track of where our numbers are, which helped to make registration as easy as possible during the last SOAR session. The USDA grant determination in regards to the Meat Processing program has been delayed. We are now looking at an October 1 determination date. We are working on an articulation agreement with MSU Northern for a certificate program in Diesel and opening a transfer pathway to Northern. Students in this program will be on our campus for the first year of this program and are fully our students. The second year they will be on our campus but will be Northern's students. Garth Sleight reported on the NWCCU. Over the past year, NWCCU Board of Commissioners have been working with Commission staff to revise standards. They sent 158 ballots to members, there were 131 votes cast and of that, 97% voted to ratify the new standards. Standards go into effect on January 1, 2020.

E. President's Report: In addition to the written report included in the Board packet, Interim President Clingingsmith reported on the following: The LFD meeting in Helena for the funding formula review will be held on September 18. He also shared the final report for the Solar Production and Training Programs and said the DEQ has accepted it.

Athletic update: Athletic Director Olson introduced the new Athletic Department staff. Volleyball started last weekend. Wednesday at 5:00 p.m. is our first home game. Baseball has a scrimmage Saturday at noon. Golf tournament last weekend went very well.

CONSENT AGENDA:

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

INFORMATIONAL ITEMS:

A. Presidential Search Listening Sessions: The sessions this morning both went very well. We received a lot of feedback from both faculty and staff groups. The feedback form on our Website will remain open throughout this week.

FINANCE COMMITTEE:

A. Chair Report: Trustee Jones reported they discussed the residence halls issues and plans for the future. The Trustees in that committee did ask him to continue to investigate options. Optimum occupancy for colleges is 80% to 85%. Last year we were at about 89% occupancy at the end of the term. Our returning numbers are up this year and we have no singles at this time. Reviewed campus' overall debt obligations and interests. Discussed the completion of the DEQ grant. Trustees asked how much savings we are looking at with the solar panels. Dean Phipps will bring that information back to the Trustees. Trustees asked if solar panels would be an option for the new residence hall building. Dean DeShields said this is part of the discussion with the architects.

B. Old Business: None

C. New Business: None

HUMAN RESOURCE COMMITTEE:

A. Chair Report: Trustee Okerman said the committee was updated on all the staffing changes that have taken place, presidential search, listening sessions, and policy.

B. Old Business: None

C. New Business: None

QUALITY AND ADVOCACY:

A. Chair Report: Trustee Okerman said there would be no report for the Quality and Advocacy Committee as the meeting was cancelled.

ACADEMIC CONSENT:

A. VP Kratky said there were no actual changes in curriculum content and discussed the purpose behind the numbering changes to curriculum.

Trustee Jones moved to accept academic consent items as proposed. Trustee Ogolin seconded the motion. Motion passed.

Future Agenda Items: Tour the Softball complex on September 27, VA

Trustee Morford adjourned the meeting at 6:29 p.m.

The next regular Board of Trustee meeting will be held on Monday, September 23, 2019 at 5:30 p.m. in room 316.

Chair

Secretary