

Miles Community College
Board of Trustees
Minutes
September 23, 2019

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., September 23, 2019 in room 106. The following Trustees were present: Debbie Morford, Ryan Jones, Jeff Okerman, Garret McFarland, Sue Morlock, Jamie Ogolin, and Tara Andrews. The following Trustee was excused: none. Also present were Interim President Aaron Clingingsmith, Candy Laney, Erin Niedge, Richard DeShields, Kylene Phipps, Jerry Olson, Garth Sleight, Pauline Flotkoetter, Nancy Aaberge, Jay Wiebers, Sarin Hoppe, and BeKa Stein Phipps, 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: Initial review of applicants for the President search will begin on October 1.

REPORTS:

- A. Student Senate:** In addition to the written report included in the Board packet, ASMCC President Sarin Hoppe reported on the following: Fill the Wagon event was very successful. True Colors was a volleyball game event where people attending could get in free by donating a box of crayons. These crayons were then donated to Head Start. A student listening session to gather information regarding the next MCC president was held on September 16. A club fair was held where ASMCC gave out applications for membership. ASMCC candidate forum will be held on October 1, elections will be held October 2 & 4.
- B. 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 said they awarded six Pioneer Promise scholarships and hope to keep growing this program. Fall recruitment is well on its way and our recruiter is in week three of the college fairs. The technology used to track leads from the college fairs has been upgraded which is allowing us to keep track of how we are doing. It looks as if we are on track to beat last year's lead generation numbers. The billboard at our entrance by Franks Body Shop on Haynes will be coming down next month but we will have billboards going up in more strategic markets. BeKa Stein Phipps was introduced as our new Marketing and Campus Communications Coordinator.
- C. 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: We are currently at 90.4% occupancy in housing and only had one student no show. Dean DeShields is still working with Stevenson Design with renderings and costs identified for the new residence halls. He also discussed a timeline for this process. Dining – we are investigating options for students with varying dietary needs, i.e. vegan students. One of our dining services employees will be retiring in mid-October. We will be posting this position shortly. We have received word back from our attorney regarding the counselor MOU and will share it with the agency we plan to partner with. It is our hope to have a counselor on campus soon. Year of Service - In less than a month, we have logged 248 hours of community service by our students. In evaluating our Welcome Wagon events, we had 648 duplicated students participate. We are still gathering general feedback from students to see how we can improve this event.
- 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 HR update. One nursing instructor was hired. We still have one new nursing faculty line open and will repost it this fall hoping to hire someone with a start date of January 2020. Dining positions are still open.

Custodian is close to being filled. Facilities and IT staff offered many services during Welcome Wagon. Institutional research, Loren Lancaster has been very successful in data mining with Tableau, which has been integral in providing information for our decision-making processes. Guy Lund will be retiring after 24 years of service. His retirement party will be held this Friday. This position is a grant-funded position therefore there is no plan to fill this position.

- E. Academic Affairs:** In addition to the written report included in the Board packet, in Vice President Rita Kratky absence, Associate Dean of Academic Affairs Garth Sleight reported on the following: Associate Dean Sleight attended the MUS General Education Council meeting in Helena last week regarding the MUS core and how it interfaces with campus general education programs. Currently our Nursing NCLEX pass rate is 80% with one student left to take the test.
- F. President's Report:** In addition to the written report included in the Board packet, Interim President Clingingsmith reported on the following: MCC Foundation has decided to move forward and meet once a month. We do have a few vacancies on this board and would welcome any feedback or nominations of people who could serve on this board. Board of Regents approved our budget during their meeting on September 10 – 12. Interim President Clingingsmith had the opportunity to give a presentation on MCC's transfer numbers of our Ag program. We had our first working session with the Interim Legislative Fiscal Committee September 18. HB 657 addressing the community college funding formula is moving forward. The next meeting is scheduled for December 17. As this process continues, we will be working with the Finance and Quality & Advocacy committees and will be bringing more information forward.

Athletic update: Athletic Director Olson reported Rodeo has been on the road and have had a couple of athletes place. Baseball and softball were both rained out last weekend. Baseball has a Hall of Fame and alumni weekend. Forty alums came back for the event. Volleyball is 2 and 1 in the league and beat the team that has been picked to win our conference. Men and Women's basketball can begin practice on October 1. Student Athletic Advisory Committee have filled the positions on their committee and will get the members names to Athletic Director Olson. November 16 will be our inaugural Athletic Hall of Fame event.

CONSENT AGENDA:

Trustee Morlock moved to approve the consent agenda as presented. Trustee McFarland seconded the motion.

Trustee Okerman asked what the two GovConnection Inc. charges were. Dean Phipps said that one is for an IT subscription and the other is for the bookstore. Dean Phipps will get more information regarding these charges and bring it to the October Trustee meeting.

Motion passed.

INFORMATIONAL ITEMS:

- A. Summer Final and Initial Fall Enrollment Update:** Summer enrollment is official and a great start for our annualized numbers for the year. We were up over 16% FTE and 20% HC. Non-degree students made up 1/3 of these numbers. Most of our continuing students were in Allied Health. Dean Niedege gave a brief terminology description of returning students, which are students returning after an absence of at least one semester and continuing student, which are students that have been continuously enrolled. Fall numbers are not official, but we will see very little movement before end of term. As of today we have 424.1 FTE compared to 394 FTE last fall and 562 HC. This is our fifth year with an enrollment increase. Continuing students are up significantly in large part to the retention numbers however, transfer numbers are down. There has been a shift in the last two years as to when the transfer students apply, mainly due to state curriculum changes to the Nursing program as to when their prerequisites need to be done. Montana student numbers are strong as well. We have 51 high school students who are taking classes through our Early College program. There have been great increases in our business and nursing programs. We are down in admissions applications but overall admissions yield held steady. SOAR numbers and continued demand for

online SOAR sessions is strong. Our retention numbers are up 55.37%. First time full time numbers are over 62%. We could potentially be the only college in the state with increased enrollment numbers.

FINANCE COMMITTEE:

- A. Chair Report:** Trustee Jones said the Finance committee discussed the plans for the new resident halls. They discussed the budget and at this time, everything looks positive. They also discussed HB657 and what their thoughts are for the community college funding model.
- B. Old Business: None**
- C. New Business: None**

HUMAN RESOURCE COMMITTEE:

- A. Chair Report:** Trustee McFarland reported that the presidential search committee charge has been given to the search committee. The values and attributes in the next president have been compiled through the open forums we have had with community members, students, staff, and faculty.
- B. Old Business: None**
- C. New Business: None**

QUALITY AND ADVOCACY:

- A. Chair Report:** Trustee Okerman reported during the Board of Regent meetings one hour per meeting will be designated to Two-year Ed and Community Colleges to educate and discuss the two-year mission. Interim President Clingingsmith discussed transfer education at their September meeting. The committee was briefed on a common application portal coming down the line. This is farther along in the process than we realized. They had a short discussion regarding new clinical sites for the nursing program. They were also updated on the community college funding model. This will have the biggest impact to us over the next two years.

ACADEMIC CONSENT:

- A.** Garth Sleight reported Associate of Applied Science in Automotive Technology will be put on moratorium but we will continue to offer a revised Certificate of Applied Science in Automotive. Additional tracks after the CAS will be developed later to align the CAS to other AAS in Diesel and Diesel or Ag/Technology areas with transfer and articulation plans to MSU Northern. Nancy Swope has been working with the department chair of Mathematics and Computer Science area to create a 2 + 2 articulation agreement with Dickinson State University for the Bachelor of Science-Computer Technology Management degree.

Trustee McFarland moved to accept academic consent items as proposed. Trustee Okerman seconded the motion. Motion passed.

Future Agenda Items: VA

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

The next regular Board of Trustee meeting will be held on Monday, October 28, 2019 at 5:30 p.m. in room 106.

Chair

Secretary