

Miles Community College
Board of Trustees
Minutes
January 25, 2021

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., January 25, 2021, via Zoom/face to face. The following Trustees were present: Ryan Jones, Debbie Morford, Garret McFarland, Tara Andrews, Jeff Okerman, and Jamie Ogolin. The following Trustee was excused: Sue Morlock. Also present were President Ron Slinger, Candy Laney, Sarah Kloewer, Kylene Phipps, Erin Niedege, Nancy Aaberge, Jerry Olson, Jay Wiebers, Elizabeth Patten, James Simon, Marlys Eggum, Garth Sleight, and Star Reporter Ashley Wise.

Chair Ryan Jones called the meeting to order at 5:30 p.m.

PUBLIC COMMENT: None

IMPORTANT DATES: President Slinger discussed the following: President Slinger will be attending the ACCT Legislative via Zoom. Board of Trustee expectations were discussed during the All Employee meeting.

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: Dean Niedege thanked Jordan Ulrich and Val Hyatt for their patience and work getting MCC through the end of term and beginning spring semester processing. Dean Niedege discussed marketing efforts and investments that we were able to get together for the Meat Processing Program. This marketing effort performed very well even though it was expensive. She also discussed marketing efforts for fall recruitment. President's list honor roll will be coming out in the paper this week.
- 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: Dean DeShields discussed occupancy in the residence halls. Our occupancy is currently down four students from last spring but it is still right at 85% occupancy for our budget. General student engagement has been a struggle due to COVID. Volunteer numbers are also down from 1600 hours last year compared to 548 hours this year. Carson Houser and Wacy Arndt received honors for their volunteer work.
- C. ASMCC:** In addition to the written report included in the Board packet, President of ASMCC James Simon reported on the following: Mr. Simon discussed activities the ASMCC would like to hold this semester. Those activities included a leadership banquet, Homecoming, possibly combining this with a pink week, and an Easter event which a chair has been appointed for. ASMCC would like to begin planning these events as soon as possible so they have time to meet all the COVID requirements. They will begin looking at the budget to review room and board rates. They will also be reviewing the ASMCC by-laws.
- 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 a brief overview of the status of our searches, and said we have hired Marlys Eggum as our Interim Nursing Director. The permanent Nursing Director position will be posted by February 1. Rachel Finn has resigned her Nursing instructor position. We will be posting this position this spring. Discussed the new layout of her report. Dean Phipps also discussed the renovations being done by the Facilities department in the Vo-Tech building for the EMT and Paramedicine program. To address the long-range planning for the facility, our IT committee continues to review and update the technology plan to make sure we are meeting the needs of the campus.
- E. Academic Affairs:** In addition to the written report included in the Board packet, Vice President of Academic Affairs Rita Kratky reported on the following: We started the new EMT class this semester with five students enrolled. The EMT course is a prerequisite if students want to apply to a paramedicine program. They can however take it just as an EMT course. Our Meat Processing class has started

with 11 students who have all been placed in apprenticeships across Montana. VP Kratky introduced Marlys Eggum, Interim Nursing Director. SBON put MCC Nursing program back in good standing.

- F. Athletic Report:** In addition to the written report included in the Board packet, Athletic Director Olson reported on the following: We started playing basketball and volleyball games last week. Men's basketball team played two games, women's games were cancelled due to COVID. Volleyball played Division 1 teams, lost three in a row; however, the coach feels that this was good conditioning for their season. Baseball played in Sterling CO, which is also division above our baseball team, coming away with a 3 and 2 record. Rodeo will begin their winter rodeo series this weekend. Men and women basketball are playing in Bismarck tonight.
- G. President's Report:** In addition to the written report included in the Board packet, President Slinger reported on the following: We will be receiving \$541,000 in COVID funds, \$123,000 must go to student emergency grants, and \$418,000 is for institutional aid to deal with any COVID related expenses. President Slinger is tracking several legislative bills. We are beginning the PBA process. Executive team had a retreat on January 7 which was very productive. President Slinger is engaging healthcare workforce partners to determine their workforce needs. This will drive our strategic plan for programs going forward.

CONSENT AGENDA:

Trustee Andrews moved to approve the November consent agenda. Trustee McFarland seconded the motion. Motion passed.

INFORMATIONAL ITEMS:

- A. Spring Enrollment Update:** Dean Niedege reported our enrollment is up compared to this date last year; however, this is not comparing apples to apples. Some of these numbers include concurrent enrollment. We should get close to our head count number from last year; however, she is expecting FTE may be down. Dean Niedege and Nancy Aaberge are looking at enrollment numbers to determine if we have to send a reversion to the state. Retention is very strong at 81% and that is up from last year's fall to spring retention rate. Our first-time full-time retention is at 85.9%. Adult learner's retention numbers are down from last year; therefore, Anne Anderson will be checking into this data to find out why.
- B. COVID 19 Update:** Dean DeShields said we are in the process of reviewing some of our processes across campus. We are testing athletes each week at One Health. Policy regarding no food in the classrooms; we have created a process for students to get a waiver if their class schedule does not allow them to eat during Café hours. We will continue to assess a few of our other COVID policies especially as they pertain to activities on campus. Due to some of the COVID issues we are having the basketball teams travel in separate busses. We are still only allowing students, staff, family members to attend the games.

FINANCE COMMITTEE:

- A. Chair Report:** Trustee Ogolin reported the committee discussed the budget. We are trending the same as last year. The committee has no concerns with the budget. All the first round COVID and CARES Act money was spent by December 31, 2020.
- B. Old Business:**
- C. New Business:**

HUMAN RESOURCE COMMITTEE:

- A. Chair Report:** Trustee McFarland reported the committee discussed open positions searches and our COVID response. The committee also discussed the Call for a Resolution for an Election and after extensive research they are recommending to hold a mail in ballot election.
- B. Old Business:**
 - a. Resolution calling for an Election – mail or poll: The HR Committee is proposing to hold a mail in ballot election.

Trustee McFarland moved to accept the resolution for a mail in ballot election. Trustee Okerman seconded the motion.

Discussion: *Trustee McFarland said he would like to know what the cost of the election is when we received the bill from the county.*

Motion passed.

C. New Business:

QUALITY AND ADVOCACY:

- A. Chair Report:** Trustee Morford reported the committee was given updates on the COVID response, testing for athletes, update on workforce partner outreach, and update on legislative bills being presented in Helena. President Slinger testified to the Legislative Joint Appropriations committee last week.

ACADEMIC CONSENT AGENDA:

- A. Academic Consent Items: VP Kratky discussed the changes to the academic consent items.

Trustee McFarland moved to accept the academic consent agenda items. Trustee Morford seconded the motion. Motion passed.

Trustee Jones adjourned the meeting at 6:24 p.m.

FUTURE AGENDA ITEMS: VA, AAC update from Foundation, Student conduct Process & BIT, Anne Anderson and the Learning Center: Trustee Morlock would like to know more about volleyball and softball and have a chance to have coaches come in. Information on Meat Processing program.

The next regular Board of Trustee meeting will be held on Monday, February 22, 2021 at 5:30 p.m. in room 106 and/or Zoom.

Chair

Secretary