

Miles Community College
Board of Trustees
Minutes
August 24, 2020

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., August 24, 2020, via Zoom. The following Trustees were present: Ryan Jones, Sue Morlock, Debbie Morford, Jeff Okerman, and Tara Andrews. The following Trustees were excused: Garret McFarland, and Jamie Ogolin. Also present were President Ron Slinger, Candy Laney, Richard DeShields, Kylene Phipps, Erin Niedege, Rita Kratky, Nancy Aaberge, Jerry Olson, Garth Sleight, Jay Wiebers, Stan Wheeler, Jordan Ulrich, Sarin Hoppe, Pauline Flotkoetter 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 New Employee Orientation on August 26, Convocation August 31 in the Centra, students will move in on September 3, Board of Regents meeting on September 16, via Zoom in the Conference room.

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: All fall college fairs will be conducted virtually. We are also placing marketing ads on social media to drive enrollment. Montana worked with Strivescan for virtual recruitment. The companies that we are working with have a very good data presence. The Become an Alum program, out of Dept. of Labor and Industry, was piloted at MSU this spring. This is a program that invites people who have some college credits but no degree to come back to college to complete their degree. MCC is one of the first colleges in the state to work on this 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: Five of our seven RA's have returned and are going to begin training. Med Lab students are also back on campus. Welcome Wagon events were discussed. Kick off of the MCC community volunteer program, MCC Cares, will roll out during Welcome Wagon. Currently we are at 80.3% occupancy in our residence halls, which is just shy of the 85% budgeted for housing. We have created an opportunity for students to have peer educators for health and nutrition issues. This year we will have two student peer educators, Lewis Johnson and Regan Harper.
- 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: We will soon be finalizing some of the job searches. New Employee orientation is scheduled for Wednesday, August 26. We will conduct Title IX training for the RA this week. Our Facilities department is getting prepared for Fall start with signage and installing Plexiglas. Our IT department is updating rooms with technology needs and capabilities for the hyflex models and remote learning.
- D. Academic Affairs:** In addition to the written report included in the Board packet, Vice President of Academic Affairs Rita Kratky reported on the following: Discussed the Faculty and Staff Day schedule August 31 through September 8. We continue to work on the Meat Packing program. FVCC would like to partner with us on this program. We are also working with FVCC to look at a Paramedicine program. We are finishing the MOU with AHEC for the CNA program. A number of grants have been submitted. This year we will be receiving funds from the state for one year to cover our costs for our dual enrollment program.
- E. Athletic Report:** In addition to the written report included in the Board packet, Athletic Director Olson reported on the following: We held a high school volleyball tournament, which went very well. NJCAA approved different start dates for basketball and volleyball. First rodeo is scheduled on September 11 - 12. NIRA is in full swing for fall and spring. Pioneer Scramble was held last weekend. Last year

they had 12 teams compared to 18 teams this year. As of right now, immediate family, students, faculty and staff will be allowed to attend MCC sporting events. Community service opportunities have been presented to the athletic programs.

- F. President's Report:** In addition to the written report included in the Board packet, President Slinger reported on the following: Introduced new employees SBDC Business Advisor/COVID Specialist Sarin Hoppe, Maintenance Technician Stan Wheeler, and Registrar Jordan Ulrich. The three community colleges are working on the funding formula with the Legislative Finance committee. There is a Legislative Finance committee meeting scheduled for tomorrow. We would like a base plus model and we are asking them not to cut the current base.

CONSENT AGENDA:

Trustee Morlock moved to approve the July consent agenda. Trustee Andrews seconded the motion. Motion passed.

INFORMATIONAL ITEMS:

- A. Summer/Fall Enrollment Update:** Erin discussed enrollment numbers and SOAR sessions. New Nursing students have been added. September 4 is the last SOAR session. We are down 4.3% FTE from this time last year. Seeing a lot of demand from non-degree seeking students. Many of these students are enrolled at another college but can't get into the class at their college. Seeing a growth in on-line classes. Our head count is down 3.7%. Retention tracking last year was 55.74% fall to fall, currently we are sitting at 50%. These numbers do not include CNA, Meat Packing, or Dual enrollment
- B. Nursing Program Update:** We have admitted 34 Freshman to our Nursing program. Currently 21 out of 24 Nursing graduates have passed the NCLEX test, with three students left to take it.
- C. Fall Opening:** Staff has done a phenomenal job getting ready for fall opening and have worked through a number of scenarios. Now we are working diligently on our opening processes and keeping all staff, faculty, and students informed. Masks will be required in all campus facilities. Discussed equipment faculty will be able to use while teaching. Buildings will return to regular hours beginning August 31, 2020. Pioneer Plan will be rolled out next week.
- D. Skyfactor Benchworks Assessment:** Richard shared results from the assessment information satisfaction survey of housing programs and student satisfaction with the college as a whole.

FINANCE COMMITTEE:

- A. Chair Report:** Trustee Morford discussed the funding formula options and strategies. The efforts put into the SOAR sessions and payoff due to these efforts, enrollment numbers, and COVID updates were also discussed. Nancy Aaberge provided the committee with a copy of the audit. Complimented Nancy for all the hard work she did to have a clean audit with no findings.
- B. Old Business:** None

HUMAN RESOURCE COMMITTEE:

- A. Chair Report:** Trustee Andrews said the committee discussed four action items which will be voted on this evening. We are requesting a waive of the second reading for items being presented during new business.
- B. Old Business:** Revisions to Policy 500.7, 500.71, 500.8, 900.2.1, 1900.3, 1900.3.1 were discussed.

Trustee Andrews moved to accept revisions to Policy 500.7, 500.71, 500.8, 900.2.1, 1900.3, 1900.3.1 as presented. Trustee Okerman seconded the motion. Motion passed.

- C. New Business:**
- a. **Amendment to the Calendar:** We are requesting to change Western Heritage Day from May 14, 2021 to May 21, 2021.
 - b. **Revisions to Policy 500.5 & 500.6:** Richard discussed the changes in policy 500.5 and 500.6.

Trustee Morlock moved to waive the second reading of both the calendar change and Policy 500.5 and 500.6 revisions. Trustee Morford seconded the motion. Motion passed.

Trustee Morlock moved to approve the calendar changes and accept revisions to Policy 500.5 and 500.6 as presented. Trustee Andrews seconded the motion. Motion passed.

QUALITY AND ADVOCACY:

- A. **Chair Report:** Trustee Morford said the committee was updated on the Nursing program, Meat Processing program, and the Athletic Strategic plan. Institutional Advancement candidates have been interviewed.

ACADEMIC CONSENT AGENDA:

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

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

EXECUTIVE SESSION: Trustees went into Executive Session at 7:20 p.m.

Trustees reconvened the meeting at 7:44 p.m.

Trustee Jones adjourned the meeting at 7:45 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. Presentation on Nursing testing for our sophomores and also community college funding formula

The next regular Board of Trustee meeting will be held on Monday September 28, 2020 at 5:30 p.m. in room 106 and/or Zoom.

Chair

Secretary