

Miles Community College
Board of Trustees
Minutes
October 26, 2020

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., October 26, 2020, via Zoom/face to face. The following Trustees were present: Ryan Jones, Sue Morlock, Debbie Morford, Jeff Okerman, Garret McFarland, and Tara Andrews. The following Trustee was excused: Jamie Ogolin. Also present were President Ron Slinger, Candy Laney, Sarah Kloewer, Richard DeShields, Kylene Phipps, Erin Niedege, Rita Kratky, Nancy Aaberge, Garth Sleight, Jay Wiebers, Elizabeth Patten, Amy Deines, Lori Penrod, James Simon and Star Reporter Ashley Wise.

Chair Ryan Jones called the meeting to order at 5:32 p.m.

PUBLIC COMMENT: None

IMPORTANT DATES: President Slinger discussed the following: Introduced the Director of Institutional Advancement Elizabeth Patten. President Slinger will have monthly meetings with the ASMCC President James Simon. He will also attend the eastern Montana Superintendents meeting on November 11 at the Airport Inn. We will have the Board of Trustee November monthly committee meetings. President Slinger will join the Regents meeting via Zoom on November 19 and 20.

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: KTVQ was scheduled to film commercials on campus last week but had to reschedule due to illness in their crew. When the ads are produced, we will own some of the commercials and will be able to use them in a variety of ways. Dean Niedege showed Trustees the new bill boards that will be going up around the state. Danielle Dinges worked with Angela Mendoza to create an online form for students to apply for CARES Act funds. Danielle Dinges and Nancy Aaberge are tracking these funds. To be eligible for the CARES Act funds, students need to be Title IV aid eligible and can demonstrate some sort of financial impact related to COVID. The amount awarded is capped at \$1,000. Depending on the situation students may be experiencing with COVID, some students may go over that \$1,000. Students can apply for CARES Act funds twice and we would consider their request because there are some extreme circumstances, however the verbiage in the law does say one per academic year awarded. These funds need to be spent by December 31.
- 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: Student government officers have been elected. Our student clubs are still being formed. This upcoming week we will be doing a reverse Halloween trick or treat for the local children. Our students will be preparing the Halloween bags on Wednesday and delivering them on Thursday. We currently have approximately 340 children signed up for deliver. We continue to see our housing numbers at their early occupancy number. Bookstore will continue the book buy back but will extend it into January because some of the students will need their books as we go to virtual learning after Thanksgiving. We are starting to see our student's meal plans run down very quickly. We are looking at different option for these students.
- 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: We are conducting interviews with the candidates for the Meat Processing Program Coordinator, and we are moving forward with the Science Instructor, and Sociology/Psychology Instructor searches. Roofing projects have all been completed. As we work through this semester during this unprecedented time of COVID, we have gotten a sense of what works well and what does not work as well in the classroom. Recently Sarah Kloewer sent out a survey to faculty and staff to submit. The goal of the survey is to hear what their needs are and what the faculty wants are to make the classroom experience functional for their needs for

their particular class. This will also help with other workshops and community events on campus. As we receive feedback from faculty and staff this week, our technology committee will meet and review the needs and feedback we receive to provide a list of priorities and recommendations for the Executive Team to review. We are hopeful that CARES Act funds will be able to be used for some of these projects in the future.

- 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 are continuing to move forward with the next steps with our Meat Processing Infrastructure Grant, Perkins Local Grant, Colstrip Power Grant, and Paramedicine Partnership via Governor's GEER Grant. We open registration for both spring and summer semester on November 18. We are working with faculty to get the Advising Day schedule set-up. Students may meet with their advisors either face to face or via Zoom. We continue to work with four-year institutions to improve and expand our articulation agreements.
- F. Athletic Report:** In addition to the written report included in the Board packet, in the absence of Athletic Director Olson, President Slinger reported on the following: Athletic teams have done a very good job of following our COVID standards. Cruz McNulty is sitting second in bare back after the fall rodeo season. Baseball and Softball finished their fall season. Volleyball had a very good fall scrimmage season. Men's and Women's basketball had to cancel their scrimmages due to COVID in the other schools.
- G. President's Report:** In addition to the written report included in the Board packet, President Slinger reported on the following: Former MCC President Stefani Hicswa will take over as Chancellor at MSUB in January. President Slinger feels that this will really help MCC develop a more robust relationship with MSUB and transfer pathways. We have successfully submitted our application for the Bridges Rural Initiative with the Education Design Lab. They will select five community colleges throughout the nation. We had a pre-interview with them and were selected to submit an application. They will make their selections in November. The Athletic department's strategic plan has been vetted through the President's Cabinet. We will bring this to the Trustees during the retreat. We are in the process of compiling a final report for the Vision 2020 strategic plan to present to Trustees at their retreat. President Slinger had been asked to be a board member of the Montana Chamber. President Slinger has been invited to present information regarding our Meat Processing Program to the Montana Bison Association on January 8 in Great Falls. This presentation will involve funding for our Meat Processing Program.

CONSENT AGENDA:

Trustee Morlock moved to approve the September consent agenda. Trustee McFarland seconded the motion. Motion passed.

INFORMATIONAL ITEMS:

- A. Nursing Program Update:** Vice President Kratky said we are currently at 87.7% pass rate with one more student to test. We have ordered a new simulator, which will arrive next week. We are now beginning the NCLEX entrance exam. Our Nursing department continues to work on ACEN reports for next spring. Clinical sites have stepped up and are working with our nursing students.
- B. COVID 19 Update:** Dean DeShields reported we are continuing to monitor students who are quarantined. Facilities team is doing an excellent job of cleaning and getting quarantined areas ready for students. We continue to promote COVID protocol with students. We are working with the MUS for support with COVID related products and issues. We are also looking at some alternative measures to testing. Protocol for fall sports, NJCAA has no requirements for COVID, we contacted other colleges and are following their protocol. We did ask our athletes to wear face coverings. Dean DeShields explained quarantine is when an individual has been in contact with someone who has tested positive and isolation is someone who has tested positive. In this instance of a student needing to be isolated, we would move them away to an isolation space to stop any further spread.
- C. Become and Alum:** Dean Niedege, Miles City and Glendive Job Service Manager Amy Deines, and Job Service Workforce Consultant Lori Penrod discussed the Become an Alum program. This program encourages individuals who have college credits with no degree to come back and finish their degree. The Department of Labor and Job Service is partnering with MCC to offer this program. This program

helps pay for fees, tuition, books or other resources to finish their degree. We can also work with employers to find out what the needs are in the community. The Department of Labor and Industry provided a list of area students to the Job Service who have taken college courses within the last five years.

FINANCE COMMITTEE:

- A. **Chair Report: No Finance Committee meeting**
- B. **Old Business:** Proximity Card Lock System for Campus Resolution (second reading): Dean Phipps discussed the resolution. The total amount we are requesting for the purchase and installation of the proximity card is \$55,143 which includes a 10% contingency.

Trustee Morlock moved to approve the purchase and installation of the Proximity Card Lock System for campus. Trustee Okerman seconded the motion.

Discussion: Trustee Okerman asked if there were any changes in the last month to the resolution. Kylee said no changes were made.

Motion passed.

- C. **New Business:** None

HUMAN RESOURCE COMMITTEE:

- A. **Chair Report:** No HR Committee meeting.
- B. **Old Business:** None
- C. **New Business:** None

QUALITY AND ADVOCACY:

- A. **Chair Report:** No Quality and Advocacy meeting.

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 Andrews seconded the motion. Motion passed.

EXECUTIVE SESSION: Trustees did not go into Executive Session

Trustee Jones adjourned the meeting at 6:49 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. Retreat on November 30 or December 1. Sue, Ryan, Jeff are ok with all of them. November works better for Tara. We will schedule the retreat for November 30.

The next regular Board of Trustee meeting will be held on Monday, November 23, 2020 at 5:30 p.m. in room 106 and/or Zoom.

Chair

Secretary