

Miles Community College
Board of Trustees
Minutes
February 28, 2022

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., February 28, 2022, in room 106. The following Trustees were present Ryan Jones, Debbie Morford, Jamie Ogolin, Jeff Okerman, and Jenna Janshen. The following Trustees were excused: Tara Andrews and Garret McFarland. Also present were President Ron Slinger, Candy Laney, Kylene Phipps, Richard DeShields, Erin Niedge, Nancy Aaberge, Garth Sleight, Rita Kratky, Jay Wiebers, Coach Juarez, and Star Reporter Ashley Wise.

Chair Ryan Jones called the meeting to order at 5:31 p.m.

PUBLIC COMMENT: None

IMPORTANT DATES: President Slinger discussed the following: FFA State CDE Days on campus March 21 and 22. This event will bring FFA students from across the state to our campus.

REPORTS:

- A. Enrollment Services:** In addition to the written report included in the Board packet, Dean Niedge reported on the following: Looking forward to being a part of the FFA CDE Days. Admissions Counselor Jill Olson will be traveling to the State FFA convention in Bozeman in April. She will also be attending a number of high school visits and tribal fairs this spring. Our Student Exchange Visitor program is up for recertification and all information has been submitted. Gearing up for Fall registration and advising day on March 23. During the Advising day, Director of Student Success and Retention Anne Anderson has coordinated a mini transfer fair with our transfer partners. Melinda Lynnes is retiring from the Learning Center Instructor position at the end of this spring semester.
- 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: they are currently administering the residence survey to students living in the residence halls. In the process of selecting R. A.s for next year. Dining is changing lunch hours to 11:15 - 1::15 to better serve our students. Will be receiving an AmeriCorps grant. This opportunity will allow us to work in the high school promoting career services and how students can navigate through the college experience to either get a degree or certificate to transfer or to get in the job market. Dean DeShields updated Trustees on the Homecoming events that took place last week. Young Farmers and Ranchers club will be hosting an etiquette dinner on March 23 and we will be hosting an event that celebrates women in Ag.
- B. a. Athletics:** In addition to the written report included in the Board packet, in the absence of Athletic Director Jerry Olson, Dean DeShields reported on the following: Hosted the Athletic Hall of Fame and announced recipients for next year's event. Wrapped up our basketball season and moving into Baseball, Softball, and Rodeo. Baseball and softball will be leaving soon for Arizona. We are entering the rodeo season with our men's team currently second in standings.
- C. Administrative Services and HR:** In addition to the written report included in the Board packet, Dean Phipps reported on the following: Congratulated Carla Cummins for her new role on campus as the Registrar. This is leaving a hole in the IT department, but they are working on her transition from IT to Registrar. The IT Director position closes today. We will keep Carla's vacant IT Specialist position open until we determine what our next steps are with the IT Manager role. The new position to campus is the Clinical Sim Coordinator/CRRN. This position was created in response to the ACEN and the Montana State Board of Nursing recommendations. This position will focus on overseeing the nursing skills lab, sim lab, and clinical schedule. This will free up our full-time Nursing faculty from doing those duties, as well as, maintaining their credit load, meeting with students, and advising. Thanked Val Hyatt, Enrollment and Records Specialist in Student Services, for her eight years of service to Miles Community College. Her last day will be Thursday, March 3. Facilities department continues to address how to make our campus safer for our students, faculty and staff. Under our current COVID funding allowance we will be utilizing funds to replace the handle facets on sinks with touchless facets in our restrooms. We will also be updating seven additional doors with proximity locks. IT had a small delay with the migration of email to Office 365. They are now migrating small pods of mailboxes over to Office 365 and the coordinator is working closely with our IT Specialist. Our hopes are to have the migration done by the end of March. Executive Team approved spending additional

CARES funding for technology upgrades to additional classrooms to help assist with remote access of delivery when teaching.

- 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: Academic Affairs has been heavily involved with accreditation. CDL simulator has been ordered and it should arrive in April. Next round of Perkins grants will open in April and submitted in May. We will be meeting with our CTE divisions, as well as Nursing to look at potential projects we may want to include in the next application round.
- E. **President's Report:** In addition to the written report included in the Board packet, President Slinger reported on the following: Buckaroo Bash was very successful and loved that Coach La Cross included next year's recruits in the event. Last week we hosted Congressman Rosendale. We would like to hold our next mini retreat on Thursday, March 24. We can use this time to prep for the accreditation visit. Producer Partnership is a nonprofit out of Livingston that was created to address the meat processing worker shortage. They have built a facility and would like to partner with our Meat Processing program to deliver our curriculum to their students.

CONSENT AGENDA:

Trustee Ogolin moved to approve the consent agenda.

Trustee Okerman asked what Campus Tour is. Dean DeShields explained it is a mapping program and would give us the ability to have electronic tours of the campus. Trustee Morford said she noticed there are a lot of subscriptions. Nancy Aaberge said the large charge is for Trails, which is a subscription service for the library that is serviced through the MUS. The Trails subscription is a consortium for all the data base subscriptions the students use for research. VP Kratky said this charge would be triple this cost if we were to pay for it on our own instead of partnering with the MUS. Trustee Okerman asked if we still pay University of Montana for Banner support. Nancy Aaberge said yes, we pay them once a year.

Trustee Janshen seconded the motion. Motion passed.

INFORMATIONAL ITEMS:

- A. **Introduction of Softball Team:** Coach Juarez and Coach Dick introduced the Softball team to Trustees.
- B. **Spring Enrollment:** Dean Niedge said we are now past the 15-day census and OCHE is in the process of getting these numbers locked in. We are at 443.4 FTE, which is a 1.6% increase over this time last year. Our headcount is at 728, which is up 6.6%. We are funded on annualized resident FTE. Projected annualized numbers, which is a combination of summer 21, fall, and spring, total FTE is 436.6 and headcount is 962 unduplicated. Annualized Montana FTE is 360 and 876 headcount. Overall retention is still very strong and are a little higher from the 2018/2019 retention numbers at 83.14%. Improved Montana residence retention rate at 82%. March 14 is the start date for CNA and CDL enrollment. We may get a handful of FTE with the CNA program. Not seeing a lot of interest in the CDL and Meat Processing program right now.
- C. **Accreditation Update:** President Slinger said we are preparing for two accreditations this spring. The ACEN accreditation, which our Nursing faculty & staff has been working diligently to provide them with all documentation they need. The ACEN full Board will be meeting on March 24 – 25. They will be contacting us the following week as to their decision. NWCCU accreditation visit will take place virtually on April 20 -22. President Slinger thanked all the people who worked on this report. The report was submitted on February 23. During the March Trustee retreat we will be discussing the accreditation report that was submitted and what to expect during the visit.

FINANCE COMMITTEE:

- A. **Chair Report:** Trustee Ogolin said they discussed the budget and everything is going well. The Increase in enrollment and tuition has helped. The audit will be ended by March 31. Property disposal resolution was discussed and asked for a waive of the second reading with timing of the auction. The second part of the meeting was held with Congressman Rosendale.
- B. **Old Business:** No Old Business
- C. **New Business:**
 - a. **Property Disposal Resolution:**

Trustee Ogolin moved to waive second reading. Trustee Okerman seconded the motion. Motion passed.

Trustee Ogolin moved to adopt the resolution for asset disposal. Trustee Morford seconded the motion. Motion passed.

HUMAN RESOURCE COMMITTEE:

- A. Chair Report:** Trustee Janshen reported Dean Phipps discussed the staffing positions thoroughly during her report. President Slinger gave an accreditation update. Dean Phipps discussed policy revisions that are being brought to the Trustees tonight.
- B. Old Business:** No Old Business
- C. New Business:**
 - a. Policy Revisions – Section 300 (first reading):** Dean Phipps said that these policies have been vetted through the campus. She discussed changes to the policies.
 - b. 2022/23 Academic Calendar (first reading):** The academic calendar has been vetted thoroughly through the campus. This is the same calendar that we have had previously with the same start date and end date. There is an additional winter term and an expansion of the summer session. For marketing and planning we are asking for a waive of second reading. We are looking at the 2023/25 calendar with possible changes to the start date. This will be forthcoming.

Trustee Janshen moved to waive the second reading of the 2022/23 Academic Calendar. Trustee Morford seconded the motion. Motion passed.

Trustee Janshen moved to approve the 2022/23 Academic Calendar. Trustee Morford seconded the motion. Motion passed.

QUALITY AND ADVOCACY:

- A. Chair Report:** No meeting was held

ACADEMIC CONSENT AGENDA:

- A. Academic Consent Item:** VP Kratky discussed the items on the Academic Consent agenda to be voted on this evening.

Trustee Ogolin moved to approve the Academic Consent agenda as presented. Trustee Janshen seconded the motion. Motion passed.

FUTURE AGENDA ITEMS:

- A. Athletic Department Strategic Master Plan
- B. MCC Strategic Plan
- C. Presentation by Coaches
- D. Meat Processing

Adjourned the meeting at 6:57 p.m.

The next regular Board of Trustee meeting will be held on Monday, March 28, 2022 at 5:30 p.m. in room 106.

Chair

Secretary