

**Miles Community College
Board of Trustees
Minutes
September 27, 2021**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., September 27, 2021, in room 106. The following Trustees were present Ryan Jones, Jeff Okerman Garret McFarland, Tara Andrews, and Jenna Janshen. The following Trustees were excused: Debbie Morford and Jamie Ogolin. Also present were President Ron Slinger, Kylene Phipps, Richard DeShields, Nancy Aaberge, Erin Niedge, Jay Wiebers, 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: Introduced nursing faculty member Dani Hudson.

REPORTS:

- A. 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: They are happy to be back to in-person recruitment during college fairs. College application week for Montana kicks off next week. We still continue to wait on finalizing our Title IX participation agreement, which is done every six years. Dean Niedge shared our printed college fair pieces with Trustees.
- 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: Updated Trustees with housing and dining numbers, which are up four students from last year. Student Senate is in the process of finalizing their election. They finalized the **Fill the Wagon** event with raising approximately \$600 to give to the Imagine Library and 600 books donated, which will be given to the public library. Our Clery report, which is required to be submitted by October 1, will be submitted next week.
- C. Administrative Services and HR:** In addition to the written report included in the Board packet, Dean Phipps reported on the following: Dean Phipps discussed the open full-time and part-time staff positions. With the loss of our IT Director Don Warner, Dean Phipps updated Trustees on this position's search process. Prior to opening the position, they are going to conduct an assessment to determine what the campus needs are going forward with an IT Director. A contract has been entered into with Chris Gill, from Drake University, to conduct an internal assessment of our IT department. This will be a thorough assessment and analysis of our IT operations, security, the perceptions of our students, faculty, and staff. This will be a two-day assessment on October 21 & 22.
- D. Academic Affairs:** In addition to the written report included in the Board packet, In Vice President of Academic Affairs Rita Kratky's absence, President Slinger reported on the following: President Slinger had no updates to the written report.
- E. Athletic Report:** In addition to the written report included in the Board packet, In Athletic Director Jerry Olson's absence, Dean DeShields reported on the following: Our teams are successfully competing this fall. One of the items the Athletic Department is working on this year is getting a firm foundation for their fundraising efforts. They are also increasing the Pioneer Club visibility for people to donate. Our teams are in the process of rolling out their fundraising pieces. They are also working on the Hall of Fame banquet this spring.
- F. President's Report:** In addition to the written report included in the Board packet, President Slinger reported on the following: We are diligently working on the strategic plan. This Friday we will be hosting our new Heavy Equipment Operator and CDL Advisory Board. Molly Magestro, Sarah Kloewer, and Nancy Swope have all been reelected to their positions on the MCC Faculty Association MFPE. Director of Institutional Advancement Elizabeth Patten will be giving Trustees a presentation next month.

CONSENT AGENDA:

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

INFORMATIONAL ITEMS:

- A. Rodeo Team Introduction:** President Slinger introduced Coach La Cross and the Rodeo team. Coach La Cross said they just returned from Havre with the Men's championship team. The men are currently sitting fourth in the nation.
- B. Enrollment Update:** Dean Niedege said these 15-day census numbers are not official numbers until tomorrow. The end of term numbers is what we are funded on, we may have a little movement with our mini session class which begin on October 27. We are currently marketing our CDL and CNA classes. Our FTE is 369.8, which is down from last year. Our headcount is 542, which is down 28 students from last fall. Our total overall retention is just over 50.33%. We did decline slightly from last year's retention number of 53%.
- C. Nursing Program Update:** President Slinger reported we do not have any update on the NCLEX pass rate. The ACEN Accreditation team was here last week. Our partners and students were very positive when interviewed with the accreditation team. The ACEN Committee will release their decision next spring.

FINANCE COMMITTEE:

- A. Chair Report:** President Slinger reported Director of Business Services Nancy Aaberge provided a monthly snapshot of our revenues and expenditures, which are perfectly in line. There is a resolution to purchase a 15-passenger bus with COVID funding being brought forward. The committee is asking for a waiver of the second reading.
- B. Old Business:** No Old Business
- C. New Business:**
 - a. 15 Passenger Bus Resolution:** Dean Phipps reported, as stated in the resolution, we are requesting the purchase of a 15-passenger shuttle bus mainly for non-emergent transportation for our campus community to either testing sites or vaccine clinics, and so forth. The resolution outlines what our plans are for the purchase of the shuttle bus and what it will allow us to do as an institution to provide those students with transportation barriers that do not have access to public transportation because we have limited public transportation in our community. This will also provide opportunity for social distancing when driving to these sites. Aside from the transportation for our students to testing sites and vaccine clinics, we can also use it for our athletic teams. Last year we had to lease two buses for our teams to travel to the same location for social distancing and risk reduction. This is also a non-CDL bus, which opens up the available drivers that would be able to transport our students or teams. In shopping around for this vehicle, we have found that the price ranges between \$75,000 and \$80,000. We are requesting a purchase of up to \$80,000. With the high demand of these vehicles we are requesting a waive of the second reading of this resolution. We will purchase this through the bus fund and request reimbursement with COVID funding. We do have a plan for a backup funding source if we should be denied funding through CARES funds.

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

Trustee McFarland moved to accept the Resolution for the 15-passenger bus. Trustee Okerman seconded the motion. Motion passed.

HUMAN RESOURCE COMMITTEE:

- A. Chair Report:** Trustee McFarland reported they talked about staffing and are bringing action items forward. The committee is asking to waive the second reading of the President's contract. He suggested they combine all the policies into one motion as these policies have been vetted throughout the campus.
- B. Old Business:** No Old Business
- C. New Business:**
 - a. President's Contract**

Trustee McFarland moved to waive the second reading of the President's contract. Trustee Okerman seconded the motion. Motion passed.

Trustee McFarland moved to accept the President's contract as presented. Trustee Okerman seconded the motion. Motion passed.

- b. Proposed Policy Update: Section 500 (first reading)
- c. Proposed Policy Update: Section 600 (first reading)
- d. Proposed Policy Update: Section 700 (first reading)
- e. Proposed Policy Update: 800.1.1 PBA (first reading)
- f. Proposed Policy Update: 1900.4 Record Retention (first reading)

Trustee Janshen moved to waive second reading of all stated policies. Trustee McFarland seconded the motion. Motion passed.

Trustee McFarland moved to accept the stated policy revisions. Trustee Janshen seconded the motion. Motion passed.

QUALITY AND ADVOCACY:

- A. **Chair Report:** The Quality and Advocacy committee did not have an opportunity to meet this month.

ACADEMIC AFFAIRS CONSENT AGENDA:

- A. Academic Consent Items: President Slinger discussed the changes to the academic consent items.

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

FUTURE AGENDA ITEMS:

- A. Athletic Department Strategic Master Plan
- B. MCC Strategic Plan
- C. VA Property
- D. Presentation by Coaches
- E. Foundation

Adjourned the meeting at 6:40

The next regular Board of Trustee meeting will be held on Monday, October 25, 2021 at 5:30 p.m. in room 106.

Chair

Secretary