

**Miles Community College  
Board of Trustees  
Minutes  
May 22, 2023**

The Board of Trustees of Miles Community College met in regular session at 5:30 p.m., May 22, 2023, in room 106. The following Trustees were present: Jamie Ogolin, Debbie Morford, Jeff Okerman, Garret McFarland, Jenna Janshen, Ryan Jones, and Tara Andrews. The following Trustee was excused - None. Also present were President Ron Slinger, Candy Laney, Kylene Phipps, Erin Niedge, Richard DeShields, Nancy Aaberge, Sam Giordanengo, Dirk Schmidt, Mike Clough, and Star Reporter Ashlie Wise.

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

**PUBLIC COMMENT:** None

**IMPORTANT DATES:** President Slinger highlighted the following: Summer classes started the day after graduation, next year we will wait for a week after graduation to begin classes. Legislative Audit is scheduled for June 8. The Executive Team retreat is also scheduled for June 8.

**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: Thanked everyone who put in extra hours for graduation. Registrar Carla Cummins has all the degrees posted. President Slinger complimented Dean Niedge and her team for the phenomenal return rate on the CCSSE (Community College Survey of Student Engagement). 225 students completed the survey – this is a return rate of 57% of degree-seeking students; and 48.4% of all degree and non-degree students (high school students are excluded). The average response rate for small colleges in the 2021 administration was 17.5%.
- B. Student Engagement:** In addition to the written report included in the Board packet, Dean of Student Engagement Richard DeShields reported on the following: Fall 2023 Occupancy is currently 97 students (down 12 from the same time last year) we still have 7 returning students that have not told us what they are going to do. This number is down based on the third-year athletes that are no longer coming. Today we will present the second reading of the room and board rates. We are currently in the process of investigating opportunities to create an alumni association.
- B. a. Athletics:** In Athletic Director Olson’s absence, Dean Richard DeShields reported on the following: Baseball and softball both finished strong. We have four Rodeo athletes going to the College National Finals Rodeo. We have two fundraisers, Men’s and Women’s basketball camps, taking place in June. More information regarding the Pioneer Scramble will be coming out in late June or early July.
- C. Administrative Services and HR:** In addition to the written report included in the Board packet, Dean Kylene Phipps reported on the following: We have a number of positions in the search process. This summer we are continuing with our TGIF summer professional development sessions for employees. We currently have seven scheduled, starting in June. The ARPA sewer and water project is going out for rebid tomorrow as we only received one bid and it was three times the estimate from our Engineer. This is going to now be two separate schedules; contractors can either bid for one award or two separate awards for the internal or external work. The pre-conference bid will be on June 1 and bids will be opened on June 8.
- D. Academic Affairs:** In VP Rita Kratky’s absence no additional report was given.
- E. President’s Report:** In addition to the written report included in the Board packet, President Ron Slinger reported on the following: Tomorrow at 4:00 we will have the CDL simulation demonstration for our Trustees. June 13 is the target date for a Trustee retreat, during which we will be reviewing the budget and strategic plan in great detail. Last week President Slinger had the opportunity to participate in a panel discussion at the Western Governors Association in Bozeman. He also attended the BOR meeting last week in Great Falls.

**CONSENT AGENDA:**

***Trustee Janshen moved to approve the consent agenda as presented. Trustee McFarland seconded the motion.***

***Trustee Okerman asked about the amount paid to referees. Dean DeShields explained that due to the weather and us hosting our region’s games, those schools will be repaying us for the referees that worked other team’s games.***

*Motion passed.*

**INFORMATIONAL ITEMS:**

- A. Meat Processing Program Update:** Mike Clough discussed the program and his history in the meat processing industry. We had 9 students in the program this summer semester and two that took the Farm to Table elective. He wants to expand our curriculum to encompass industry changes that are coming. He attended a job fair in Billings. He also discussed the opportunity for the growth of this program.
- B. Summer/Fall Enrollment Update:** Dean Niedege discussed enrollment. This is the first time we are running multiple terms. A lot of the summer classes have filled. Summer FTE 67.46 and 212 Headcount, with 8.5 of those FTE are from Quottly. Fall FTE 106.13 and 155 headcount, which FTE is down 4.6% but up 5.44% in headcount. Total application numbers 84% of last year's total. SOAR registrations are also up from last year.
- C. Residence Hall and Meal Plan Rates Presentation:** Dean DeShields discussed the plan for facilities and maintaining a quality food program. Asking for a 7% aggregate increase for dining and a 3% increase for housing. 90% to 95% of our students pick the small meal plan.
- D. MCC Strategic Plan:** President Slinger discussed the strategic plan document and process to date.

**FINANCE COMMITTEE:**

- A. Chair Report:** Trustee Andrews reported we are doing better than last year at this time. Differences in numbers have to do with timing.
- B. Old Business:**
  - a. Residence Hall and Meal Plan Rates Resolution (second reading):**

*Trustee Janshen moved to accept the Residence Hall and Meal Plan Rates resolution as presented. Trustee Andrews seconded the motion. Motion passed.*

- C. New Business:**
  - a. Phone System Upgrade Resolution (first reading):** Trustee Andrews said the phone system is no longer able to be repaired. We are asking for a waive of the second reading due to the time element involved. Dean Phipps reported that we purchased the current phone system about six years ago. We were notified that the company will no longer support our system. Dirk Schmidt has done a great job researching different options and brought forward to the Technology Committee and campus a solution to move to a cloud-based system. This is what this resolution is proposing.

*Trustee Janshen moved to waive the second reading of this resolution. Trustee McFarland seconded the motion. Motion passed.*

*Trustee Jones moved to accept the resolution as presented. Trustee Andrews seconded the motion. Motion passed.*

**HUMAN RESOURCE COMMITTEE:**

- A. Chair Report:** Trustee McFarland asked Dean Phipps to discuss the two-year Faculty Master Agreement.
- B. Old Business:**
- C. New Business:**
  - a. Faculty Master Agreement (first reading):** Dean Phipps discussed the proposed two-year Master Agreement.
  - b. Retroactive Withdrawal Policy (first reading):** Retro Active withdrawal policy was discussed by Dean DeShields.
  - c. Oath of Office:** Trustee Andrews gave Trustee Ogolin, McFarland, and Jones their oath of office.
  - d. Election of Trustee Officers:**

*Trustee McFarland moved to select the slate of officers as they are currently sitting. Trustee Jones seconded the motion. Motion passed*

- e. Committee Assignments:** Committee assignments will be done at a later meeting. Committee assignments will begin in August.
- f. Conflict of Interest Disclosures:** Trustees completed the Conflict of Interest Disclosures during the meeting.

**QUALITY AND ADVOCACY:**

- A. **Chair Report:** Trustee Jones said they discussed HB3. MCC resident FTE is up 7.73% which was the highest of all 15 institutions in Montana. Regents voted to accept our tuition and fee schedule for 2024-25.

**ACADEMIC CONSENT AGENDA:**

- A. **Academic Consent Items:** Associate Dean of Instruction and eLearning Sam Giordanengo discussed the items being brought forward for approval.

***Trustee Okerman moved to approve the Academic Consent Items as presented. Trustee McFarland seconded the motion. Motion passed.***

**Trustees went into Executive Session at 7:06 p.m.**

**FUTURE AGENDA ITEMS:**

- A. Athletic Department Strategic Plan
- B. MCC Strategic Plan
- C. Meat Processing
- D. Tour CDL simulator
- E. Update on Nursing Program

Adjourned the meeting at 9:38 p.m.

The next regular Board of Trustee meeting will be held on Monday, June 26, 2023, at 5:30 p.m. in room 106.

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Chair

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Secretary