

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, September 21, 2020, 3:45 p.m.
5 Virtual Zoom Meeting
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at
8 3:45 p.m., Monday, September 21, 2020, via Zoom.
9

10 **I. CALL TO ORDER AND ROLL CALL**

11 Chairperson Shannon Lund called the meeting to order at 3:45 p.m. The following Board
12 members were in attendance:

13
14 Peter Akey Patrick Gulick Mark Holston
15 Callie Langohr Lyle Mitchell Kelly Stimpson
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District.
18

19 **II. PUBLIC COMMENT-None**
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21 **III. CONSENT ITEMS - ACTION**

- 22 **A.** Approval of the minutes of the Regular Board of Trustees meeting on July 27, 2020
23 **B.** Next regular Board of Trustees meeting – October 26, 2020
24

25 Trustee Mark Holston moved that the Board of Trustees approve ITEMS A, & B Under Section
26 II, Consent Agenda-Action. Trustee Peter Akey seconded the motion. The motion carried
27 unanimously with seven (7) "yes" votes.
28

29 **IV. COMMENTS**

30 **A. Students Activities Report**

31 The Student Activities Report was presented to the Board for review (see
32 Attachment I).
33

34 **B. Faculty Activities Report**

35 The Faculty Activities report was submitted to the Board and presented by Julie
36 Robertson, Associate Professor, Physical Therapy Assistant Program (see Attachment II).
37

38 **C. Executive Staff Activities Report**

39 The Board of Trustees thanked the Executive Staff for their informative reports.
40 Trustees and President Karas noted all the hard work faculty and staff do every day to continue to
41 make FVCC an amazing place for students.
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43 **V. COLLEGE ISSUES**

44 **A. Student Success: WOW, Week of Welcome**

45 Wendy Jeschke, Coordinator, Student Engagement, presented the Board with an
46 update on the recent Weeks of Welcome (WOW). During Week of Welcome the college gears
47 up for the new school year and welcomes all students to campus and introduces students to the
48 campus community by offering a number of activities and programs. Some of the programs and

1 activities this year included an “Ask Me Tent”, grab and go breakfast, ice cream social, corn
2 hole tournament, club day, outdoor volleyball, virtual trivia night, virtual fishing derby, plant
3 your own succulent, basketball shoot out, grocery bingo, paintball and freebie Friday. The
4 Week of Welcome is a great way to get students familiar with the college’s array of resources,
5 meet new people, make new friends, and become engaged in campus life.
6

7 **B. Board Policy, Chapter I, Doctrine, Section 60, Discrimination, Harassment,
8 Sexual Misconduct, Stalking and Retaliation (Second Reading)**

9 The Board was presented with Board Policy, Chapter I, Doctrine, Section 60,
10 Discrimination, Harassment, Sexual Misconduct, Stalking and Retaliation (Second Reading). It
11 was noted that this policy has been revised and reviewed by legal counsel. Due to previously
12 changed federal regulations, the policy was changed to align with all federal and state
13 requirements. Federal regulation states that the policy needed to be updated and posted by
14 August 14, so in accordance with Board Policy, Chapter II, Organization, Section 60, the Board
15 can approve the immediate change and authorize use before the formal second reading takes
16 place. The Board approved the first reading and authorized the immediate use at the July 27,
17 Board meeting. The Board needs to approve the second reading. Trustee Kelly Stimpson moved
18 that Board approve Board Policy, Chapter I, Doctrine, Section 60, Discrimination, Harassment,
19 Sexual Misconduct, Stalking and Retaliation Policy (Second Reading) as submitted. Trustee
20 Peter Akey seconded the motion. With no further discussion, the motion carried unanimously
21 with seven (7) “yes” votes.
22

23 **C. Board Policy, Chapter VII, Students (Second Reading)**

24 The Board was presented with Board Policy, Chapter VII, Students (Second
25 Reading) for review and approval. Trustee Kelly Stimpson moved that the Board approve Board
26 Policy, Chapter VII, Students (Second Reading). Trustee Peter Akey seconded the motion. With
27 no further discussion, the motion carried unanimously with seven (7) “yes” votes.
28

29 **D. Board Policy, Chapter VI, Section 100, Health Related Conditions and
30 Communicable Diseases (Second Reading)**

31 The Board was presented with Board Policy, Chapter VI, Section 100, Health
32 Related Conditions and Communicable Diseases (Second Reading) and move to Board Policy,
33 Chapter I, Doctrine, Section 110. The Board is being asked to review and approve the policy and
34 its move to from Chapter VI to Chapter I. The policy is being moved as it is applicable to
35 students, residence life, guests and employees. In addition, changes are being made to the policy
36 to follow Center for Disease Control (CDC) federal guidelines. Trustee Kelly Stimpson moved
37 that the Board approve Board Policy, Chapter VI, Section 100, Health Related Conditions and
38 Communicable Diseases and its move to Board Policy, Chapter I, Doctrine, Section 110 (Second
39 Reading). Trustee Mark Holston seconded the motion. With no further discussion, the motion
40 carried unanimously with seven (7) “yes” votes.
41

42 **E. Board Policy, Chapter I, Doctrine, Section 115, Freedom of Speech (Second
43 Reading)**

44 The Board was presented with Board Policy, Chapter I, Doctrine, Section 115,
45 Freedom of Speech (Second Reading). This is a new policy as this section was removed from
46 Board Policy, Chapter I, Doctrine, Section 60, to Board Policy, Chapter I, Section 115, Freedom
47 of Speech. The policy has received legal review. Trustee Patrick Gulick moved that the Board
48 approve Board Policy, Chapter I, Doctrine, Section 115, Freedom of Speech (Second Reading).

1 Trustee Mark Holston seconded the motion. With no further discussion, the motion carried
2 unanimously with seven (7) “yes” votes.

3
4 **F. Resolution 21-2, Authorizing President Karas to Execute Contract**
5 **Documents and Sale for the Purchase of Equipment**

6 The Board was presented with Resolution 21-2. This is a request for permission
7 to purchase a 2008 CAT 615C II Scraper for \$94,000 from T.R. Sales, Inc. from Colorado
8 Springs, CO, utilizing the State of Montana's sole source procurement procedure. The equipment
9 will replace a current 1972 model that is barely functional. A scraper is a critical piece of
10 industry equipment used on the majority of jobs in the field. In order to adequately prepare
11 students to enter the workforce, they must have experience operating this type of equipment. The
12 sole source procurement procedure is appropriate instead of conducting a national competitive
13 bid process because this specific model and year is compatible with the program's existing
14 diagnostic equipment and there are local companies that can provide user support as necessary.
15 This 2008 model is the newest version that fits within the identified funding sources: \$33,664 -
16 heavy equipment operations sales and services, \$27,336 - Perkin's grant and \$33,000 from the
17 Foundation. Local, State and national vendors were consulted in the research process. Trustee
18 Peter Akey moved that the Board approve Resolution 21-2, Authorizing President Karas to
19 Execute Contract Documents and Sale for the Purchase of Equipment. Trustee Mark Holston
20 seconded the motion. With no further discussion, the motion carried unanimously with seven (7)
21 “yes” votes.

22
23 **G. Trustees Events Calendar**

24 President Karas reviewed the Trustees events calendar and noted that the Festival
25 of Flavors events will be held October 2-10. The Grand Wine Event will conclude the Festival
26 and will be held virtually. The Board of Regents recently held their meeting virtually, September
27 16. The next Board meeting is scheduled for Monday, October 26, and may be held virtually.

28
29 **H. President’s Update**

30 President Karas updated the Board on several items:

- 31 • All Employee In-Service was held on August 18 as a virtual event.
- 32 • Fall enrollment is currently down about 8% from the same time last year but that
33 number will change with registration of late starting classes. Community
34 Colleges nationally are experiencing a decrease in enrollment from 15-30%, so
35 FVCC is better than the national average.
- 36 • The Encore Campaign continues to move forward. The college received a recent
37 donation of \$500,000.00 with an opportunity for matching funds.
- 38 • The college continues to work closely with Flathead City and County Health on
39 Covid-19 measures and protocols. The college has created a Covid Quick
40 Response Team that is continually monitoring Covid and making necessary
41 recommendations in regards to Covid-19 mitigation efforts. President Karas
42 thanked all the faculty and staff for all their additional work and effort to make
43 FVCC a safe place for students.
- 44 • The Board of Regents recently held their meeting September 16. Updates were
45 given on Covid-19 efforts throughout the University System and FVCC’s Budget
46 was accepted.
- 47 • President Karas continues to work with legislators and the Legislative Finance

1 Committee on the Community College Formula. The community colleges would
2 like to see some more changes made before the formula is presented at the
3 upcoming legislative session.

- 4 • FVCC’s Trio Student Support Service program received a \$1.92 million grant
5 award that will support comprehensive academic support to selected first-
6 generation, low-income college students and/or students with disabilities over the
7 next five years.
- 8 • FVCC has also received \$387,500 for two new projects that support workforce
9 development and remote education delivery in Montana. The grant funding
10 comes from Montana’s portion of the Governor’s Emergency Education Relief
11 Fund (GEERF). FVCC will be building two remote learning and workforce
12 centers, one on the Kalispell campus and one on the Lincoln County campus in
13 Libby. The centers will focus on developing and delivering courses in the trades
14 and industrial arts. The funds will also help FVCC deliver its para-medicine
15 degree program on the Miles Community College (MCC) campus beginning next
16 fall, in conjunction with a partnership with MCC.

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18 **VI. ADJOURNMENT**

19 With no further discussion, the meeting was adjourned at 4:27 p.m.

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23 Shannon Lund, Chairperson of the Board

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26 Kelly Stimpson, Secretary to the Board
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**Student Activities Report
September 2020**

Several clubs have started meeting on a weekly basis and planning events. Intervarsity hosted their first worship night of the semester and weekly bible studies have begun. Student Government hosted a Welcome Breakfast and a Virtual Trivia Night event during Week of Welcome. They are currently working on their upcoming Student Government Elections. The Gender and Sexualities Alliance is off to a great start and are hosting a regular virtual game night.

The Student Engagement Office coordinated Week of Welcome (WOW) events. The Ask Me tent was once again a huge success with several students stopping by to ask questions and pick up a free FVCC Welcome Kit. Several other activities were hosted such as Grocery Bingo, Plant Your Own Succulent, and Club Day.

Summer Experience students served 144 hours and made 24 no-sew blankets, 138 masks and 24 survival bracelets and dog collars for local non-profit agencies. Campus Rec has started fall semester off with a variety of activities such as Cornhole, Outdoor Volleyball, Ultimate Frisbee, Self-guided Fishing Derby, Paintball, Basketball Shoot-out and a Color Run. Students have been excited to connect with others through these activities. Additional in person and self-guided activities will be offered throughout the semester.

Faculty Activity Report
September 2020

Throughout the past several months, FVCC Faculty have been working hard to adapt to the challenges and opportunities presented by the shift to remote, online, and hybrid learning. Many faculty members have utilized creative and innovative ideas and technologies to meet the varied needs of FVCC students.

Faculty representatives on the eLearning committee have been working with instructors from their departments and divisions to utilize Eagle Online and other technologies. An unprecedented number of faculty have enrolled in EDU 291y Teaching Online Courses and EDU 291x Developing Online Courses in order to enhance their online teaching skills and develop quality online and hybrid courses. These courses are taught by FVCC’s Instructional Design & Technology Specialists Jodi Harms and Julie Wenz, and incorporate best practices in quality online teaching. Twenty-two faculty members completed EDU 291y and 10 completed EDU 291x, with 26 currently working on completing the course. As a result, faculty have been using more of the Eagle Online functions in a more sophisticated way. This will give FVCC a more consistent look and feel in the online environment for students.

Robyn Hoggatt, B.A.S., Assistant Professor, Program Director - Surgical Technology

In response to a shortened spring 2020 semester, Robyn Hoggatt designed a Surgical Technologist Boot Camp week at the end of August for her second semester students in order to hone their skills in aseptic technique and setting up supplies and instruments, and to gain hours of valuable practice time performing mock surgeries. Students worked very hard in order to be able to start clinical rotations on September 2, where each one had a very successful first day in the operating room.

In addition, second semester Surgical Technology student Courtney Waatti received a \$500 scholarship from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting. This year ARC/STSA awarded ten \$500 scholarships to students around the country.

Janice Alexander, PhD, Professor - Chemistry, Forensic Science, Mathematics

Dr. Janice Alexander and Adjunct Instructor of Communications Lisa Skinner are teaching the inaugural course, Honors: CSI, Media & Crime, this fall semester. Students get to try their hand at analysis of DNA, as well as interact with guest speakers from around the United States.

Katie Clarke, Ph.D., Adjunct Instructor - Communications

Dr. Katie Clarke serves as the chair of the Whitefish School District School Board and recently earned her Ph.D. in communications this past spring. Her dissertation research involved a multi-case study of school board communication in ten heterogeneous high-achieving K-12 school districts across the United States. Dr. Clarke will be presenting her research findings this

1 November at the National Communication Association Annual Convention with two academic
2 paper presentations: "School Governance and Stakeholder Engagement Strategies in High-
3 Achieving School Districts," and "Shared Meanings Amongst School Board Members Serving
4 High-Achieving School Districts."
5

6 **Janice Heil, PT, M.A., Associate Professor, Program Director - Physical Therapist**
7 **Assistant Program**

8 Nine students graduated with an A.A.S. degree from the Physical Therapist Assistant program at
9 the end of summer term. Students came to FVCC from Idaho, Utah, California, and throughout
10 Montana. Thanks to the help and flexibility of the physical therapists in the community who
11 provided extra needed clinical experiences, all students were able to complete the program in
12 time to register for the October licensing exam testing date despite multiple clinical experience
13 delays and cancellations due to COVID-19.
14

15 **David Long, Ph.D., Associate Professor - Chemistry**

16 This past summer the FVCC chemistry instructors devised methods so that lower level chemistry
17 labs could be performed by students from their homes, but under the direct, real time guidance of
18 their instructors. Laboratory exercises were modified and home lab kits were developed, which
19 replaced dangerous and toxic chemicals with safe alternatives that provided uncompromised
20 learning opportunities and educational value.
21

22 Instructors taught labs via Zoom and monitored students remotely in real time in order to watch,
23 advise, and answer questions as they arose. The instructors had an identical set of equipment and
24 chemicals, making it possible for them to demonstrate proper technique, potential outcomes, and
25 pitfalls. Early indications are that students and instructors are adapting to this way of doing things
26 and results are promising. The chemistry department foresees utilizing some of these methods
27 into the future.
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