

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, April 23 2018, 3:45 p.m.  
5 Board Room - Blake Hall/SCA Building  
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at  
8 3:45 p.m., Monday, April 18, 2018, in the Board Room of Blake Hall/SCA 140/144.  
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 Kelly Stimpson Stephanie Wallace  
15 Callie Langohr Mark Holston Tom McElwain  
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District. Trustee  
18 During the opening of the meeting Chairperson Lund and President Karas thanked Trustee Tom  
19 McElwain for his work and dedication as a Trustee. It was noted that this will be the last meeting for  
20 Trustee McElwain and new Board member, Lyle Mitchell of Columbia Falls, will be seated at the  
21 May meeting. President Karas noted that Trustee McElwain will receive a commemorative brick to  
22 be placed on the outside wall of the Arts and Technology Building to commemorate his years of  
23 dedication and service to Flathead Valley Community College.  
24

25 Following roll call, President Karas presented student Adam Jones with the 2018 Newman  
26 Civic Fellows Award and thanked Adam for his commitment to his fellow students and FVCC  
27 Veterans. President Karas nominated Adam for the award based on his work to promote and support  
28 better healthcare, education and resources for military veterans and their families. Adam serves as  
29 president of FVCC's Veterans' Association and vice president of Student Government. The  
30 Newman Civic Fellowship recognizes and supports civic-minded students who have demonstrated a  
31 commitment to finding solutions to challenges facing their communities.  
32

33 **II. PUBLIC COMMENT-None**  
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35 **III. CONSENT ITEMS - ACTION**

- 36 **A.** Approval of the minutes of the Board of Trustees meeting on March 19, 2018 and  
37 the Special Board Conference Call on April 5, 2018.  
38 **B.** Next regular Board of Trustees meeting – May 21, 2018  
39

40 Kelly Stimpson moved that the Board of Trustees approve ITEMS A, & B Under Section II,  
41 Consent Agenda-Action. Tom McElwain seconded the motion. The motion carried  
42 unanimously with seven (7) "yes" votes.  
43

44 **IV. COMMENTS**

45 **A. Students**

46 **1. Student Activities Report**

47 Student Body President, Emily Baker, presented the Board with the Student Activities Report. In

1 addition to the items below, Emily noted that Mask and Hammer will be involved in set building  
2 with the Alpine Theatre Project on some of their upcoming performances.

### 3 **Student Engagement and Community Involvement (Service Learning)**

4 The Student Engagement Office hosted Seussville University on March 1<sup>st</sup> with 180 second  
5 graders in attendance. Senior Institute finished up on March 23<sup>rd</sup>. Every Friday about 12-14  
6 student served the seniors lunch. The food pantry numbers went down due to refund checks and  
7 spring break. We received 205.7 lbs. in donations and distributed 109.6. lbs. We had 8 visits  
8 during the three-week period. A voter registration workshop was hosted on March 12<sup>th</sup> with 8  
9 people in attendance.

### 10 **Agape**

11 We meet weekly for bible study. We study using a technique called "manuscript studying" where  
12 we print the Bible passage for everyone and give them highlighters and pencils to make  
13 connections and come to personal conclusions. We find this very effective in personal growth for  
14 those who are new to the club and those who are not. We average 10 students a week, but had a  
15 decline in attendance due to midterms and spring break.

### 16 **A.I.C.E.**

17 AICE met four times in March and had a guest speaker on 3/15 from Forward MT. She discussed  
18 the voting issues and concerns of college students.

### 19 **Audionauts**

20 In the month of March, the Audionauts held two events on campus. We held a jam session on  
21 March 14th. We also had our March open Mic on the 20th. Both events were successful with  
22 greater attendance than previous months.

### 23 **Global Friends**

24 On March 10<sup>th</sup> we had a cross country ski outing on a sunny bluebird day which was a blast!! In  
25 April we have a Holocaust survivor coming in to share their story with FVCC and the  
26 community.

### 27 **Intermural/Campus Rec.**

28 In the past month Campus Rec & Intramural activities that were offered to students were bingo,  
29 bowling, basketball, indoor soccer, gaming tournaments, volleyball, and floor hockey. Student  
30 participation continues to go up and with the spring weather more activities will be offered  
31 outside. We have had 295 student participates in the program so far, surpassing last year's  
32 participation.

### 33 **Phi Theta Kappa**

34 We started a discount card fundraiser and have raised \$1200. Our March service project was at  
35 Feeding the Flathead on the 22<sup>nd</sup>. Ezra Llewellyn, PTK president, attended the spring PTK  
36 conference in Seattle, WA, March 16-18. We hosted Trivia on the 5<sup>th</sup> of April with great success  
37 and had more participants than the previous Trivia night.

### 38 **Student Government**

39 This last month on March 22 we held a great race event called the Eagle Challenge. This event  
40 was a huge success as we had 36 students attend and have a wonderful time.

### 41 **Student Wellness Team**

42 We hosted a Kick Butts Day with Oula on March 21<sup>st</sup> and had 10 participants. We also  
43 participated in the Spring into Health event on April 10<sup>th</sup>. We continue to plan for additional  
44 activities in April and May.

### 45 **S.W.A.T.**

46 S.W.A.T. has been meeting weekly and averaging about 10 members per meeting. We recently  
47 took a trip to MSU Bozeman and toured the campus as well as the Computer Science

1 Department. Students looking to or are transferring this fall were able to meet with advisors. We  
2 partnered with TRIO to make this trip possible.

### 3 **Veterans Association**

4 The Veterans' Association has been working diligently with the FVCC art committee to finalize  
5 the design for the FVCC Veterans' "Reflections" Monument. The association has been working  
6 on planning our calendar for next year and additional leadership opportunities. With the new  
7 building coming, the veterans are looking at ways to create a bigger presence on campus and get  
8 more student veterans to take part and have a voice. FVCC was just designated as a Military  
9 Friendly School for 2018- 2019.

## 10 11 **B. Faculty and Staff**

### 12 **1. Faculty Activities Report**

13 Heather Estrada presented the Board with the Faculty Activities Report.

- 14 • **Amy Chisholm** - was just cast in Whitefish Theatre Company's June show, *Urinetown*.
- 15 • **Laura VanDeKop and Don Hickethier** will be attending the 4<sup>th</sup> annual SuMMiT  
16 (Symposium on Montana Mathematics teaching) at Fairmont Hot Springs April 20-21 to  
17 work with colleagues across the state on supporting and improving math education.

18 Pi Day (3/14 of course):

- 19 ○ There were a lot of pies available that were mostly hand-made, with a big “thank  
20 you” to Chef Misik for donating a dozen pies!!
- 21 ○ Approximately \$384 dollars was collected on the day of the event along with a  
22 \$1000 donation by mail. All donations went to the Math Excellence Award fund.

23 MCTM (MT Council of Teachers of Mathematics) NW Regional Math Contest (3/15)

- 24 ○ 13 schools participated with 219 middle school and 152 high school students.  
25 The Math Excellence Award gifts a graphing calculator to the top 8<sup>th</sup> grade and  
26 11<sup>th</sup> grade students
- 27 ○ -Two individuals received State Superior Ratings in all 3 testing series: Mason  
28 Fauth (8<sup>th</sup> grade student from KMS, 1 of 3 in the state to receive the honor) and  
29 Jessica Henson (10<sup>th</sup> grade student from WHS, the only 10<sup>th</sup> grader in the state to  
30 receive the honor)!

- 31 • **Eliza Thomas** and the ECC staff were very proud to show off the Early Childhood  
32 Center to Governor Bullock and the media. The preschool classroom (funding in part by  
33 our STARS preschool grant) was the showcase during the Governor's time. It was an  
34 amazing day and they were grateful for visits from Chris Clouse and President Karas.  
35 They also recently applied for and were granted additional monies through the STARS  
36 preschool grant (\$10,000 +) and will be updating the facility with STARS approved  
37 cubbies, chairs, and additional STEM (Science Technology, Engineering and Math)  
38 materials to enhance the program.
- 39 • **Janice Heil** reported that the PTA program sponsored a course for PT's and PTA's in the  
40 community that covered therapeutic exercise and therapy for the low back and  
41 extremities. It was attended by 31 attendees and was well received. Also, the PTA  
42 students have been volunteering for a community exercise class for people who have  
43 Parkinson's disease which is called “Rock Steady”. The PTA Program is going through  
44 its five-year re-accreditation this month, May 13 through May 16, and will be welcoming  
45 a team from the Commission on Accreditation of Physical Therapy Education (CAPTE).  
46 The self-study was submitted on March 17.

- 1 • **Chris Degenhardt** reports the modification to one of the allied health programs: The  
2 Medical Assistant program has changed from an AAS degree to a one-year certificate  
3 starting this fall 2018. The reasons for this change was a community need for Certified  
4 Medical Assistants (CMA) and the program change will allow students to complete the  
5 program faster, attract more interest in a shorter program and save money. As before, the  
6 graduates will be eligible to sit for the prestigious American Association of Medical  
7 Assistants (AAMA) national certification exam.
- 8 • **Dr. Craig Naylor** has been awarded third place for the American Prize for his wind  
9 ensemble composition, "Kiai!" He is still a finalist for the prize in vocal chamber music  
10 and awaits final results.
- 11 • **Christina Relyea and Rich Haptonstall** recently accompanied six FVCC Honors  
12 students to the Western Region Honors Council Conference (WRHC) in Orange, CA.  
13 WRHC is made up of over 120 colleges and universities across 13 western states. All of  
14 the student's research presentations and posters were widely praised and they did an  
15 outstanding job of representing FVCC and the honors program. While in LA they were  
16 able to visit the LA County Museum of Art and attend a professional production of  
17 Hamlet.
- 18 • **Dr. Janice Alexander and Adam Wenz** along with student Heather Cox, were among  
19 the 16,000 attendees at the 255<sup>th</sup> American Chemical Society National Meeting and  
20 Exposition in New Orleans March 18-22. In addition, Adam Wenz attended the 2YC  
21 (Two Year College) Chemistry meeting March 16-17.  
22 Janice and Adam's three oral presentations were:
  - 23 ○ *"Shifting to a mastery-based approach in chemistry by utilizing ALEKS as both a*
  - 24 *chemistry placement test and an online homework system:*
  - 25 ○ *"Creating a placement system in chemistry for community college students"*
  - 26 ○ *"Implementation of the ALEKS chemistry placement test as a tool for student*
  - 27 *success"*
- 28 Student Heather Cox gave an oral presentation titled:  
29 *4-Dimethylamino Chalcone Synthesis Optimization and Medicinal Properties*
- 30 • **Joe Legate and Nicole Sanford** announce the Theatre & Music Departments' joint  
31 production of *GUYS AND DOLLS* will open this Thursday. The classic musical will  
32 feature a cast of 20 and an orchestra of 16. It will be directed by **Rebecca Spear** and will  
33 run April 19, 20, 21, 26, 27 and 28. Friday's performances will also have the option of a  
34 dinner theatre with FVCC's Culinary Arts program.

## 35 C. Monthly Reports

### 36 1. Executive Staff Activities Report

37 The Board of Trustees thanked the Executive Staff for their informative  
38 reports. Trustees noted all the hard work faculty and staff do every day to continue to make  
39 FVCC an amazing place for students.  
40

## 41 V. COLLEGE ISSUES

### 42 A. Student Success: Native American Student Activities and Montana American 43 Scholars (MAIS) Program

44 Student Adelaide Boeck and Advisor Leslie Green were in attendance to share  
45 information about the MAIS program and FVCC's first Pow-Wow. FVCC's MAIS and  
46 TRIO programs will be hosting a celebration of Native American Culture on April 28  
47

1 from 2 to 5:30 pm. The event will be free and open to the community and will feature  
2 dancing, drumming and storytelling by members of The Spirit of the Buffalo from  
3 Browning. The MAIS program is a new program from the Commissioner of Higher  
4 Education’s office that aims to advance support for American Indian students on Montana  
5 college campuses by promoting cultural awareness and creating leadership opportunities  
6 through mentoring. Leslie Green noted that the goal of the event is to create a welcoming  
7 environment at FVCC for Native American students and for anyone interested in Native  
8 American culture.

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10 **B. Board Policy, Chapter IV, Fiscal Affairs (Second Reading)**

11 The Board is being presented with Board Policy, Chapter IV, Fiscal Affairs  
12 (Second Reading). It was noted that sections of this policy were recently reviewed but are being  
13 presented again to approve recommended minor grammatical changes to be consistent within the  
14 policies. Stephanie Wallace moved that the Board approve Board Policy, Chapter IV, Fiscal  
15 Affairs (Second Reading), with the recommended changes as discussed. Kelly Stimpson  
16 seconded the motion. With no further discussion, Tom McElwain called for the question The  
17 motion passed unanimously with seven (7) “yes” votes.

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19 **C. Resolution 18-5, Disposal of Surplus Property**

20 The Board was presented with Resolution 18-5, Disposal of Surplus Property.  
21 Authorization is requested from the Board of Trustees to dispose of surplus equipment and  
22 supplies that are no longer used by the college. Following review of Resolution 18-5, Disposal  
23 of Surplus Property, Callie Langohr moved that the Board approve Resolution 18-5. Mark  
24 Holston seconded the motion. With no further discussion, the motion passed unanimously with  
25 seven (7) “yes” votes.

26  
27 **D. Finance and Audit Committee Report**

28 **1. Quarterly Budget Report**

29 The Finance and Audit Committee met prior to the Board meeting. Trustee Akey  
30 reported that the committee received the quarterly budget review and the tuition and fee  
31 considerations for FY19 from Beckie Christiaens, Vice President of Administration and Finance.

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33 **2. Tuition and Fee Consideration for FY19**

34 At its April meeting, the Budget Committee recommended tuition rate increases of  
35 \$5.50 per credit for all residency categories to a recommended tuition of, \$126.20 per credit for  
36 in-district students; \$175.20 per credit for out-of-district students; and \$381.20 per credit for out-  
37 of-state residents. In addition, the Budget Committee recommended a \$.60 per credit increase as  
38 a standard inflationary increase in fees. In addition, President Karas stated she supported the  
39 Budget Committee recommendation to decrease operating costs by five percent.

40 President Karas noted that the proposed increase was presented to students  
41 through a student forum in which one student attended. The college also sent emails to all  
42 students announcing the recommendation and received responses from four students via email.  
43 President Karas stated that she supports the Budget Committees’ recommendation and would  
44 also recommend the Board approve the tuition increases as proposed. Peter Akey moved that the  
45 Board approve the recommended tuition rate increases of \$5.50 per credit for all residency  
46 categories to a recommended tuition of, \$126.20 per credit for in-district students; \$175.20 per  
47 credit for out-of-district students; and \$381.20 per credit for out-of-state residents and in

1 addition, also approve the recommended \$.60 per credit increase as a standard inflationary  
2 increase in fees. Kelly Stimpson seconded the motion. Upon further discussion, Trustee Holston  
3 noted that none of the Trustees likes increasing tuition but understands that it needs to happen.  
4 Trustee Holston also noted that FVCC always finds a way to help those students who find the  
5 increase a hardship or barrier to attending school. With no further discussion, Trustee McElwain  
6 called for the question. The motion passed unanimously with seven (7) “yes” votes.  
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#### 8 **E. Trustees Events Calendar**

9 President Karas reviewed the Trustees events calendar and noted that  
10 Commencement will be held on May 18, on the FVCC Campus and all Trustees are encouraged  
11 to attend. The next Board of Trustees meeting is scheduled for Monday, May 21 and a date will  
12 be scheduled for a Board Retreat sometime in June. The President’s Dinner is scheduled for  
13 Monday, May 21 and the Board of Regents meeting will be held in Havre May 23-24.  
14

#### 15 **F. President’s Update**

16 President Karas updated the Board on several items:

- 17 • President Karas reported that Governor Bullock was able to visit the  
18 college’s Early Childhood Center. The Governor enjoyed a tour of the  
19 center and ate lunch with the students.
- 20 • The ONE Campaign continues to move forward. President Karas  
21 announced that the campaign has raised \$12 million of the \$18 million.  
22 President Karas thanked the eighty employees who have contributed to the  
23 campaign and the Board of Trustees for their pledges as well. The ONE  
24 Springfest event that was held on April 13, netted a profit of \$125,000 for  
25 the campaign.
- 26 • The Legislative Audit Division in Helena reviewed and accepted the  
27 recent audit. President Karas and Vice President of Administration and  
28 Finance, Beckie Christiaens were in attendance at the meeting in Helena.  
29 The audit was clean with no findings.
- 30 • The next seven-year full accreditation visit for the college is scheduled for  
31 Spring 2020. The Mission and Core Themes will be brought to the Board  
32 at a future meeting for review and approval in preparation for the next  
33 accreditation visit.  
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### 35 **VI. EXECUTIVE SESSION**

#### 36 **A. President’s Annual Performance Evaluation**

37 Chairperson Lund announced the Board would go into Executive Session to discuss  
38 the evaluation of the President and it was determined that the demand of individual privacy  
39 clearly exceeded the merits of public disclosure and therefore she would close the meeting. The  
40 meeting was closed at 4:25 p.m. The meeting was reconvened at 5:07 p.m. at which time  
41 Chairperson Lund moved to adjourn.  
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### 43 **VII. ADJOURNMENT**

44 With no further discussion, the meeting was adjourned at 5:07 p.m.  
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Shannon Lund, Chairperson of the Board

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Mark Holston, Secretary to the Board