

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Tuesday, April 25 2017, 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., Tuesday, April 25, 2017, 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 Thomas Harding Kelly Stimpson Jeremy Presta
15 Callie Langohr Mark Holston Tom McElwain
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District. Trustee
18 Tom McElwain was present via telephone conference. During the opening of the meeting
19 Chairperson Lund and President Karas thanked Trustee Jeremy Presta (1 year and 8 months) and
20 Thomas Harding (27 years) for their work and dedication as Trustees. It was noted that this will be
21 the last meeting for both Trustee Presta and Harding and two new members will be seated at the May
22 meeting. President Karas noted that each trustee will receive a commemorative brick to be placed on
23 the outside wall of the Arts and Technology Building to commemorate their years of dedication and
24 service to Flathead Valley Community College.
25

26 **II. PUBLIC COMMENT-None**
27

28 **III. CONSENT ITEMS - ACTION**

- 29 **A.** Approval of the minutes of the Board of Trustees meeting on March 20, 2017 and
30 the Special Board Conference Call on March 30, 2017.
31 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources
32 Report as submitted.
33 **C.** Next regular Board of Trustees meeting – May 22, 2017
34

35 Callie Langohr moved that the Board of Trustees approve ITEMS A, B, & C Under Section II,
36 Consent Agenda-Action. Kelly Stimpson seconded the motion. The motion carried
37 unanimously with seven (7) "yes" votes.
38

39 **IV. COMMENTS**

40 **A. Students**

41 **1. Student Activities Report**

42 Student Body President, Garret Deffert, presented the Board with the Student Activities Report.

43 **Campus Recreation**

44 Students who have participated in Intramurals have enjoyed using the indoor turf fields at Montana
45 Indoor Sports. It has allowed them to get out of the extreme weather and participate in activities at an
46 earlier time of the day. With the weather changing, more activities will be offered outside such as folf
47 (Frisbee golf), flag football, softball and golf. The annual Golf Scramble has been rescheduled for
48 April 28th. The 6th Annual Softball Smash (students vs. staff/faculty) is scheduled for May 4th.

1
2 **Audionauts**

3 The Audionauts have been hosting weekly jam sessions with success. Open Mic sessions have
4 received a lot of interest and positive feedback. The last session will be on May 2nd and includes free
5 ice cream.

6 **Gay Straight Alliance**

7 GSA hosted a successful gaming tournament and flag painting event. Ami Mezahav has agreed to be
8 their new faculty advisor.

9 **Interclub Council (Student Government)**

10 The Interclub Council members are moving forward with an appreciation BBQ for all students and
11 employees on Wednesday, May 3, from 11-1. An appreciation dinner for the custodial and
12 maintenance staff that are not able to attend the mid-day event will take place later that same day.

13 **Phi Theta Kappa**

14 Seven Phi Theta Kappa members along with Conrad Rauscher, faculty advisor, attended the Phi Theta
15 Kappa International Conference in Nashville TN, April 5-9, 2017. PTK hosted Open Houses on
16 April 11th and 12th, and have the 2017 Spring Induction Ceremony scheduled for Tuesday, April 18, at
17 6:30 pm in AT 139. Elections for new officers will take place on April 26th.

18 **Student Government**

19 Student Government is hosting a Campus Cleanup event on April 21st at 2 pm. Everyone is invited to
20 participate. They are in the process of revising their Bylaws and recruiting for the upcoming elections
21 on April 26.

22 **Tobacco Free Task Force**

23 One member recently attended the NASPA BACCHUS Initiatives Regional Conference in Billings,
24 MT on March 31 - April 1. It was beneficial to learn about what other campuses are doing in regards
25 to tobacco prevention, cessation and e-cigarette use. Members have been working on updating the
26 FVCC campus map and purchasing additional signage to include e-cigarette language.

27 **Theatre**

28 The Theatre Club has been busy with the production of Bye Bye Birdie. Performance dates are April
29 20, 21, 22, 28, and 29.

30 **Veterans Association**

31 The Veterans Association held two coffee bars this past month to help promote the association.
32 Details have been finalized for a campus monument contest and can be found on the FVCC website.
33 In addition, they are assisting students with service dogs with identification vests.

34
35 **B. Faculty and Staff**

36 **1. Faculty Activities Report**

37 Richard Haptonstall presented the Board with the Faculty Activities Report.

- 38 • **Ruth Wrightsman & Mirabai McCarthy** - received a grant from MSU-Bozeman's
39 INBRE project for a project on the identification and testing of ferns, lichens, mosses, and
40 fungi for antibiotic properties. The ultimate goal of this project is to discover new
41 antibiotic compounds.

42 The grant funds will support student research projects during the summer and the 2017-
43 18 academic year. This is the third year that they have received funding from this
44 program, and over the past two years, the funds have allowed 12 FVCC students to
45 participate in undergraduate research.

46 On April 21, seven of their current research students will present the results of their work
47 at the MSU Research Symposium.
48

- 1 • **Phil MacGregor** - is serving on a dissertation committee for a doctoral candidate in the
2 Education Leadership program at the U of Montana. The title is “Baccalaureate time-to-
3 degree for Montana University System Two-Year College Transfer Students.”
- 4 • **Amy Chisholm** – has been hired as Co-Musical Director for WTC's production
5 of *Cabaret*, which will run in June!
- 6 • **Amy Pearson** is running a Kickstarter for the month of April where folks can pre-
7 purchase her poetry book, 100 Days of Solitude which is being published by Many
8 Voices Press. As of 4/14 she has raised \$822 of her \$500 goal.
- 9 • **Janice Alexander, David Long, Julie Wenz, and Shasha Sun** - attended the 253rd
10 national American Chemical Society meeting in San Francisco April 1st –April 6th.
11 Janice Alexander and Julie Wenz co-presented “Refining online chemistry strategies” in
12 the ‘Advances in e-Learning & Online Chemical Education’ session.
13 Janice Alexander presented “Tool Box approach for student success in chemistry” in the
14 Strategies Promoting Success of Two-Year College Students’ session.
15 Shasha Sun presented “Dimerization of organic dyes on luminescent gold nanoparticles
16 for ratiometric pH sensing” in the ‘Chemistry of Materials: Nanomaterials’ session.
17 Janice Alexander also serves as Councilor for the Montana local section of the American
18 Chemical Society at the meeting.
- 19 • **Amatzya Mezhav** - attended the annual conference of the Pacific Sociological
20 Association in Portland, OR. He served on the Association's Committee on Community
21 Colleges and is working to increase the participation and recognition of community
22 colleges at this and similar conferences. Significantly more than half of the introductory
23 sociology courses in the US are taught at community colleges, yet we dramatically
24 underrepresented at academic conferences. He also participated in a number of round
25 table discussions and panel presentations focused on new approaches to teaching
26 controversial subjects.
- 27 • **Christina Relyea & Rich Haptonstall** - accompanied seven FVCC honors students to
28 the 2017 Western Regional Honors Council Conference, hosted by the Honors College at
29 Southern Oregon University in Ashland, OR. The students presented capstone projects
30 from both the Science on Stage and the Farming in Fiction classes. They were extremely
31 pleased with all of the student’s presentations and interactions with other conference
32 attendees. They also attended a production of Julius Caesar at the world renowned
33 Oregon Shakespeare Festival.
- 34 • **Brenda Rudolph** - through the Health Care Montana Grant (TACCCT 4), has been
35 working on creating apprenticeship opportunities for Allied Health Students. Normally
36 we think of Apprenticeships as a “Trades” activity; however, we have been working on
37 opportunities for Medical Coders, Patient Relations (Scheduler), and Health Care Office
38 Management students. These are not considered “Trades” but certainly CTE programs.
39 She has been traveling to several Critical Access hospitals in Northwest Montana with
40 representatives from the Department of Labor, Health Care Montana Grant, and FVCC
41 and is pleased to announce that we have our first Apprenticeship for Medical Coding
42 Students at North Valley Hospital. The position has been posted and we have had a
43 student apply. She is very excited about this opportunity for her students. The Health
44 Care facilities are trying to satisfy needs and we have students looking for careers, so the
45 partnership will be extremely valuable for both parties. North Valley Hospital is our first
46 facility to sign up; however, we are working with several other Critical Access Hospitals
47 to create apprenticeships for entry level positions.

- 1 • **Robert Bauer** - traveled to Little Rock, Arkansas over spring break to do archival
2 research for an academic paper he is working on. The paper examines why major league
3 baseball teams chose Hot Springs, Arkansas, as their original spring training destination,
4 starting in 1886. In addition to sports history, the paper will also focus on the medical,
5 environmental, and economic reasons that teams from northern states traveled to the
6 South to prepare for their upcoming season. The end goal of the research is publication in
7 a peer reviewed, scholarly journal, most likely the *Arkansas Historical Quarterly*.
- 8 • **Connie Hitchcock** - Over 265 Senior Institute students participated in 18 classes over the
9 six weeks from February 17 through March 24. Classes ranged from arts classes such as
10 Beginning Jewelry, Ceramics, Drawing, and Watercolor to Statistics for Everyday, World
11 Cultures, Musical Theatre, Bone Health, and Birding. Four full time faculty, three
12 professional staff, and four regular adjuncts were instructors. The other courses were
13 taught by community experts. As always, Internal support came from a wide variety of
14 folks – Admissions, Registration, Business Office, Eagle’s Nest, Continuing Education,
15 and Service Learning. The organized lunch programs this year included musical
16 performances from Wai Mizutani and Nicole Sanford and the FVCC Choral Ensemble, a
17 presentation on the Moorea Study Abroad program by David Long, a talk by local
18 botanist Ellen Horowitz, and a scene excerpt by two of our leading theatre students.

19 C. Monthly Reports

20 1. Executive Staff Activities Report

21 The Board of Trustees thanked the Executive Staff for their informative
22 reports. Trustees noted all the hard work faculty and staff do every day to continue to make
23 FVCC an amazing place for students. Trustee Harding thanked the staff for all the amazing work
24 they do every day and appreciated receiving their monthly reports throughout his years of being a
25 Board member and for keeping him apprised of all that happens.
26

27 D. Commissioner of Higher Education Report

28 Jacque Treaster, Carl D. Perkins Program Manager, presented a brief summary of
29 the impact of statewide pathways, Montana Career Pathways. This year, Montana embraces a
30 major shift in its career pathways program, from individual college/high school pathway
31 agreements, to statewide pathways that are scalable to all high schools and MUS colleges. With
32 this shift, it has been decided to rebrand the career pathways program from Big Sky Pathways to
33 Montana Career Pathways. This shift will change the way pathways are developed, displayed,
34 and documented. It will free campuses and pathway coordinators to work on activities that add
35 value to students’ education and strengthen the pathways to college and career through active
36 engagement and participation. The Strengthening Montana Career Pathways grant supports
37 increasing access to high-quality college and career pathways for all Montana students. Dual
38 enrollment and work-based learning are two programs that help students become better informed
39 and prepared for life after high school, therefore, this grant allows campuses to utilize funds to
40 grow and enhance opportunities for all Montana high school students to engage in a career
41 pathway via dual enrollment and work-based learning.
42

43 V. COLLEGE ISSUES

44 A. Student Success: Student Housing

45 Brenda Hanson, Dean of Students and Kelly Murphy, Director of Residence Life,
46 presented the Board with a student housing update. It was noted that the college has received 72
47

1 completed housing applications and agreements. Of the 72 received, 21 will be single occupants
2 and 51 will be in a double room. Currently there is a wait list for the single occupant rooms.
3 There have been four Resident Advisor (RA) spaces reserved in two bedroom apartments. The
4 interview process for RAs will begin this week. Students who have applied for student housing
5 come from a variety of areas, to include, 35 students from in-district, 31 out of district students
6 and 6 out of state students. Students hail from Bigfork, Columbia Falls, Eureka, Fortine, Libby,
7 Lakeside, Kalispell, Kila, Marion, Rexford, Troy, and Whitefish. Out of district students are
8 coming from all over Montana and out of state students are coming from Texas, Washington
9 State, California, Colorado and Minnesota. Students who have applied for student housing are
10 interested in a myriad of different programs. Tours of student housing will be held later this
11 summer when conditions safely permit. Updates to the Student Housing Handbook are nearly
12 complete and confirmation and waitlist letters will be sent to students shortly.

13
14 **B. Deletion of Emergency Management, AAS and Emergency Dispatcher, CTS.**

15 On February 24, 2017, the Curriculum Committee approved the deletion of the
16 following programs.

- 17 • Emergency Management, Associate of Applied Science
- 18 • Emergency Dispatcher, Certificate

19 Thomas Harding moved that the Board approve the deletion of the Emergency Management, AAS
20 and the Emergency Dispatcher, CTS. Jeremy Presta seconded. Upon further discussion, it was noted
21 that these particular programs currently have no students and the programs were originally created as
22 a request from the state and local entities. With no further discussion, Mark Holston called for the
23 question. The motion passed unanimously with seven (7) “yes” votes.

24
25 **C. Approval of Electrical Apprentice CTS Program**

26 On March 24, 2017, the Curriculum Committee approved the addition of an
27 Electrical Apprentice CTS Program. This program will serve individuals who are registered
28 apprentices. Thomas Harding moved that the Board approve the Electrical Apprentice CTS
29 Program. Kelly Stimpson seconded. With no further discussion, the motion passed unanimously
30 with seven (7) “yes” votes.

31
32 **D. Board Policy, Chapter VII, Students, Sections 10, 20, 30, 40, 50, 60, 70, 80**
33 **(First Reading)**

34 The Board is being presented with Board Policy, Chapter VII, Students, Sections
35 10, 20, 30, 40, 50, 60, 70 and 80 (First Reading). It was noted that sections of this policy were
36 recently reviewed but are being presented again to approve the recommended minor changes to
37 be consistent with Board Policy, Chapter I, Doctrine, Section 60, that was approved at the March
38 Board meeting. Following review, Trustee Kelly Stimpson suggested that the title of section 60
39 be corrected to read “Code of Student Conduct and Student Complaints.” It was also suggested
40 that under item 19, the word service be added to read “with the exception of service animals” and
41 instead of the heading reading Reprisal, under Student Complaint Section (end of section 60) the
42 heading should read “Retaliation” as to stay consistent throughout the policy. It was agreed that
43 the changes would be made prior to the second reading. Tom McElwain moved that the Board
44 approve Board Policy, Chapter VII, Students, sections 10, 20, 30, 40, 50, 60, 70, 80 (First
45 Reading), with the recommended changes as discussed. Thomas Harding seconded. With no
46 further discussion, Kelly Stimpson called for the question The motion passed unanimously with
47 seven (7) “yes” votes.

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2 **E. Board Policy, Chapter IV, Fiscal Affairs, Section 30, Student Tuition (First**
3 **Reading)**

4 The Board was presented with Board Policy, Chapter IV, Fiscal Affairs, Section
5 30, Student Tuition (First Reading). Kelly Stimpson moved that the Board approve Board
6 Policy, Chapter IV, Fiscal Affairs, Section 30, Student Tuition (First Reading). Trustee Thomas
7 Harding seconded the motion. With no further discussion, the motion passed unanimously with
8 seven (7) “yes” votes.
9

10 **F. Board Policy, Chapter I, Doctrine, Section 92, Animals on Campus (First**
11 **Reading)**

12 The Board was presented with Board Policy, Chapter I, Doctrine, Section 92,
13 Animals on Campus (First Reading). This is a new policy. Trustee Thomas Harding moved that
14 the Board approve Board Policy, Chapter I, Doctrine, Section 92. Trustee Mark Holston
15 seconded. Upon further discussion, it was suggested that the policy state, “with exceptions of
16 service animals as described below” and “in accordance with state and federal laws. The
17 suggested changes will be made prior to the second reading. Kelly Stimpson called for the
18 question. The motion passed unanimously with seven (7) “yes” votes.
19

20 **G. Naming of Student Housing Building**

21 The Board directed President Karas to establish a committee, per Board Policy
22 Chapter XII, College Facilities, Section 10, Facility Design and Planning, to bring
23 recommendations, in naming the Student Housing Building, to the President and Trustees. The
24 committee members met on April 13, 2017. Serving on the committee were Brenda Hanson,
25 Dean of Students; Kathy Mercord, Community Member; Gregg Davis, Professor, Economics;
26 Steve Larson, Director, Physical Facilities; Anne Beall, Adjunct Professor, Natural Resources
27 and Biology; and Jodi Smith, Director, Workforce Training. The Ad-Hoc Building Naming
28 Committee met and discussed several possible names. Following their discussion, the
29 Committee unanimously recommended Founders Hall as the name of the new student housing
30 building. The Committee’s recommendation stated: “In the spirit of the college’s 50th
31 anniversary and a nod to the original founders, the committee felt the name was a fitting way to
32 recognize the college’s founders, visionaries, and supporters since the college’s inception. There
33 are so many important figures in FVCC’s history and singling out one name felt
34 counterproductive to one of the main goals of residence life--creating an inclusive community.”
35 President Karas stated that she supports the recommendation of the committee and recommended
36 to the Board that FVCC’s new student housing building be named, FOUNDERS HALL.
37 Thomas Harding moved that the Board approve the recommendation of naming the new student
38 housing building as Founders Hall. Kelly Stimpson seconded the motion. Upon further
39 discussion, Trustee Harding appreciates that the committee took the time to carefully think about
40 an appropriate name that represents a group of people as a whole who had the founding vision
41 and inspiration for the college. With no further discussion, Thomas Harding called for the
42 question. The motion passed unanimously with seven (7) “yes” votes.
43

44 **H. Finance and Audit Committee Report**
45 **1. Quarterly Budget Report**

46 The Finance and Audit Committee met prior to the Board meeting. Trustee
47 Harding reported that the committee received the quarterly budget review and the tuition and fee

1 considerations for FY18 from Kirk Zander, Vice President of Administration and Finance.
2 Following review of the proposed tuition and fee consideration that will be presented, the
3 Finance and Audit Committee recommend approval of the presented tuition rate increases.

4 **2. Tuition and Fee Consideration for FY18**

5 At its April meeting, the Budget Committee recommended tuition rate increases of
6 \$15.70 per credit for all residency categories to a recommended tuition of, \$120.70 per credit for
7 in-district students; \$169.70 per credit for out-of-district students; and \$375.70 per credit for out-
8 of-state residents. In addition, the Budget Committee recommended a \$.70 per credit increase as
9 a standard inflationary increase in fees.

10 President Karas noted that the proposed increase was presented to students
11 through a student forum in which five students attended. The college also sent emails to all
12 students announcing the recommendation. Garret Deffert, Student Government President, did
13 note to the Board that he had also spoken with students throughout campus and all stated that
14 they would rather pay a slight tuition increase than see programs or services be cut. President
15 Karas thanked Garret and all the students for all their hard work in contacting legislators during
16 the legislative session and letting them know how the budget cuts affect them as students.
17 President Karas stated that she supports the Budget Committees recommendation and would also
18 recommend the Board approve the tuition increases as proposed. Mark Holston moved that the
19 Board approve the recommended tuition rate increases of \$15.70 per credit for all residency
20 categories to a recommended tuition of, \$120.70 per credit for in-district students; \$169.70 per
21 credit for out-of-district students; and \$375.70 per credit for out-of-state residents and in
22 addition, also approve the recommended \$.70 per credit increase as a standard inflationary
23 increase in fees. Thomas Harding seconded the motion. Upon further discussion, Trustee
24 Harding noted that none of the Trustees likes increasing tuition but understands that it needs to
25 happen. Trustee Harding also noted that FVCC always finds a way to help those students who
26 find the increase a hardship or barrier to attending school. With no further discussion, Trustee
27 Harding called for the question. The motion passed unanimously with seven (7) “yes” votes.

28 29 **I. Trustees Events Calendar**

30 President Karas reviewed the Trustees events calendar and noted that
31 Commencement will be held on May 12, on the FVCC Campus and all Trustees are encouraged
32 to attend. The next Board of Trustees meeting is scheduled for Monday, May 22 and a date will
33 be scheduled for a Board Retreat sometime in June. The President’s Dinner is scheduled for
34 Thursday, May 11 and the Board of Regents meeting will be held in Great Falls May 25-26.

35 36 **J. President’s Update**

37 President Karas updated the Board on several items:

- 38 • President Karas reported that the recent Founders Day Event was a great
39 success. President Karas was able to present the Montana Mentor Award
40 to Bill and Lois McClaren (first FVCC Dean of Students and his wife)
41 during the event.
- 42 • The Golden Anniversary Gala held on April 8, was well attended. During
43 this kick-off event for the Festival of Flavors, the Foundation received
44 \$25,000 in direct ask contributions for student scholarships.
- 45 • The PTK Induction Ceremony was held on April 18
- 46 • The AACC National Convention was held April 20-25 in New Orleans.
47 President Karas was able to attend and participate in several workshops

1 along with presenting on a panel with other Presidents.

- 2 • President Karas gave an update on the Legislative Session. It was noted
3 that House Bill 2 was sent to the Governor for signature with no additional
4 changes. President Karas also gave updates on House Bill 232, House Bill
5 462 and Senate Bill 159.

6
7 **VI. EXECUTIVE SESSION**

8 **A. President's Annual Performance Evaluation**

9 Chairperson Lund announced the Board would go into Executive Session to discuss
10 the evaluation of the President and it was determined that the demand of individual privacy
11 clearly exceeded the merits of public disclosure and therefore she would close the meeting. The
12 meeting was closed at 5:11 p.m. The meeting was reconvened at 6:12 p.m. at which time
13 Chairperson Lund moved to adjourn.

14
15 **VII. ADJOURNMENT**

16 With no further discussion, the meeting was adjourned at 6:12 p.m.
17 ms

18
19 _____
20 Shannon Lund, Chairperson of the Board

21
22 _____
23 Mark Holston, Secretary to the Board
24