

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, April 25, 2022, 3:45 p.m.
5 Blake Hall 140
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at
8 3:45 p.m., Monday, April 25, 2022.
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10 **I. CALL TO ORDER AND ROLL CALL**

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

13 Patrick Gulick Mark Holston Callie Langohr
14 Shannon Lund Kelly Stimpson

15 Trustee Lyle Mitchell was absent with prior Board approval. Also present were President Jane Karas
16 and Suzanne DeCamp, Clerk of the District.
17

18 Chairperson Akey noted that this would be the last meeting for retiring Trustees Shannon
19 Lund and Mark Holston. He thanked them for their years of service and presented them with eagle
20 plaques made by the students in the Trades Program.
21

22 **II. PUBLIC COMMENT - None**
23

24 **III. CONSENT ITEMS - ACTION**

25 **A.** Approval of the minutes of the Regular Board of Trustees meeting on March 28,
26 2022 and the Special Conference Call meeting on March 31, 2022.
27

28 **B.** Next regular Board of Trustees meeting is scheduled for May 23, 2022.
29

30 Trustee Kelly Stimpson moved that the Board of Trustees approve ITEMS A & B under Section
31 III, Consent Agenda - Action. Trustee Mark Holston seconded the motion. The motion carried
32 unanimously with six (6) "yes" votes.
33

34 **IV. MONTHLY REPORTS**

35 **A. Students Activities Report**

36 The Student Activities Report was presented by Emmett Jeschke, Student
37 Government President, for the Board to review (see Attachment I).
38

39 **B. Faculty Activities Report**

40 The Faculty Activities Report was submitted to the Board and presented by Dr.
41 Heather Estrada, Associate Professor/Program Director - Agriculture (see Attachment II).
42

43 **C. Executive Staff Activities Report**

44 The Board acknowledged the Executive Staff for their informative reports.
45

1 **V. COLLEGE ISSUES**

2 **A. Student Success: Employer Panel and Mock Interviews**

3 Cathy Allard, FVCC Career Advisor and two of Dr. Phil MacGregor’s Computer
4 Applications students, Thomas Shea and Julie Sonderegger, shared information about the recent
5 employer panel and mock interviews that were held on campus. This event has taken place for
6 several years, this year, it was two-hours and featured eight representatives from six different
7 Information Technology employers. The first hour was a brief introduction where students
8 could ask questions and employers could share trends in the industry and who they hire. The
9 second hour was reserved for four mock interviews with a 10 minute time limit to try and rotate
10 through as many as possible. Both Thomas and Julie are in their second year of the Computer
11 Applications program. They felt that the event was beneficial and would recommend allowing
12 more time for interviews in the future.

13 At the end of May, a similar event will be held for the Physical Therapy Assistant
14 students and employers. There have also been more open employer panels as well, they have
15 been done with existing faculty curriculum, there is better student participation when the faculty
16 is endorsing it as part of their coursework.

17
18 **B. Finance and Audit Committee Report**

19 1. **FY21 Review of Financial Statement and Audit**

20 2. **Quarterly Finance Report – Quarter End March 31, 2022**

21 Barry Weber, Senior Audit Manager with Eide Bailly, gave a presentation on the
22 results of the FY21 financial statement audit. President Karas congratulated the Finance team on
23 a clean audit. Beckie Christiaens, Vice President of Administration and Finance/CFO
24 summarized the Finance and Audit Committee meeting which immediately preceded the Board
25 Meeting. Unexpended CARES revenue replacement money is able to be carried over to 2023.

26 3. **Tuition and Fee Consideration for FY23**

27 President Karas shared the Budget Committee’s recommendations for FY23. The
28 Committee did not recommend an increase in tuition. A \$3.00 per credit increase in fees was
29 recommended for all residency categories. An e-mail was sent to all students asking for their
30 opinions and two student forums were held to give them a chance to comment on the proposed
31 increase. One student responded to the e-mail who was in favor of the 0% tuition increase, but
32 not the \$3.00/credit increase. Four students attended the forums and agreed that they would
33 prefer not to have any increase in tuition or fees, but a few understood the need to increase fees
34 even though they didn’t support it. President Karas felt confident that there is financial support
35 through financial aid opportunities and funding through the Foundation that would be able to
36 help those students who find the \$84.00 in increased fees for the year to be a challenge. Trustee
37 Kelly Stimpson moved that the Board approve the recommended \$3.00 per credit increase in fees
38 across all residency categories, for a total increase of \$84.00 in fees for the year. Trustee
39 Shannon Lund seconded the motion. With no further discussion, the motion passed unanimously
40 with six (6) “yes” votes.

41
42 **C. Board of Trustees Events Calendar**

43 The Registered Nurse Pinning Ceremony will take place on May 13th at 3:00 p.m.
44 Commencement will also be held on May 13th on campus under the tent at 6:00 p.m. The Board
45 of Regents will be meeting May 18th-19th in Havre. The May Board of Trustees meeting will be

1 on the 23rd. Summer Semester begins May 23rd. The College will be closed on May 30th in
2 observance of Memorial Day. The June Board of Trustees meeting will be on the 27th. The
3 FVCC Adult Education Graduation is on June 28th at 6:00 p.m. Tickets are on sale for the
4 Foundation's Summerfest on June 30th at The Nest in Bigfork. The College will be closed on the
5 4th of July in observance of Independence Day. The Mountain States Association of Community
6 Colleges meeting is July 7th-8th. The Board of Regents meeting will be July 14th-15th in Helena
7 and the July Board of Trustees meeting will be on the 25th.

8
9 **D. President's Report**

10 President Karas updated the Board on several items:

- 11 • The College Center is continuing to move forward with an expected completion
12 date in early September. President Karas and Beckie Christiaens are working with
13 the Department of Administration with the State to apply for ARPA funds.
- 14 • Community College Funding Formula – The Interim Budget Committee for
15 Section E will meet on June 15th and 16th to look at the values for the funding
16 formula. All three community colleges will meet with the legislative fiscal
17 analyst who represents the Committee, one of the budget staff people from the
18 Commission of Higher Education's Office, and a staff member from the Office of
19 Budget and Planning from the Governor's Office. This group will discuss
20 recommendations and options for the Committee to consider. Until those values
21 are set, we will not know what the funding formula will be starting in FY24.
- 22 • Legislative Audit Committee – A hearing was held with the Committee this
23 morning with Barry Weber from Eide Bailly.
- 24 • Employee Appreciation Dinner – The FVCC Leadership group and the President's
25 Council have been discussing ways to get employees more connected and
26 integrated again after the COVID silos. An all employee appreciation dinner will
27 take place on May 10th under the graduation tent. All Board members are invited
28 to attend.
- 29 • Monthly Gatherings – In March the IT Department hosted an all employee
30 gathering in the Eagle's Nest with refreshments and IT trivia. The April gathering
31 was hosted by the President's Office in the Eagle's Nest and featured a Peeps
32 Diorama contest.
- 33 • The Association of Community College Trustees Convention – Registrations for
34 the October Conference in New York are due by the end of May.
- 35 • New Board of Trustee Orientation – The two new Trustees will meet with
36 Chairperson Akey and President Karas for orientation on May 11th.

37
38 **VI. EXECUTIVE SESSION**

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

40 Chairperson Akey announced that the Board would go into Executive Session to
41 discuss the President's Annual Performance Evaluation. It was determined that the
42 demand of individual privacy clearly exceeded the merits of public disclosure and
43 therefore he would close the meeting. The meeting was closed at 4:27 p.m. The meeting
44 was reconvened at 4:48.

1 **VII. ADJOURNMENT**

2 With no further discussion, the meeting was adjourned at 4:48 p.m.

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7 Pete Akey, Chairperson of the Board

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11 Patrick Gulick, Secretary to the Board

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3 **Student Activities Report**
4 **April 2022**
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6 Several clubs are meeting on a regular basis and planning activities for the remainder of
7 the semester. The Native American Student Association hosted a grocery bingo event in March.
8 Genders and Sexualities Alliance is planning a Tie Dye event on April 1st in the Student Lounge.
9 The Chess Club received a new advisor this month and continues to host chess games on a
10 weekly basis. Intervarsity Christian Fellowship spent time during spring break volunteering at the
11 Lighthouse Christian Home. Following the service project, they hosted a mini retreat. Weekly
12 bible studies are held in the Student Lounge. Mask and Hammer wrapped up their musical and
13 hosted auditions for the next show.

14 Phi Theta Kappa Honor Society is gaining momentum by hosting weekly meetings to
15 rebuild their membership. Two open house events were hosted and their spring induction
16 ceremony is set for April 18th at 4pm in BH 140. PTK is also partnering with the FVCC Library
17 to host a study session on May 7th from 10-6 pm. They will be providing free snacks and
18 beverages for all in attendance.

19 The Computer Club is busy learning new security software and installing the Kali Linux
20 Operation System on older computers donated by the IT Department. Once everything is setup,
21 they will start attacking the computers to see if they can hack the system.

22 Student Government continues to host a photo contest to collect pictures for the student
23 lounge. Recruitment efforts for the 2022-23 school year have begun. The Interclub Council
24 meets on a regular basis to collect monthly club reports and has started the 2022-23 allocation of
25 \$28,500 in student activity fees.

26 The Student Wellness Team has continued to host Mindful Mondays every Monday from
27 12:30pm to 1:00pm in the Student Lounge. Other activities included a "Microwaved Chopped"
28 event on March 18. This was a mini cooking competition that involved making simple dishes
29 from an assortment of healthy ingredients. The team also received QPR (suicide intervention)
30 training. Plans are being made for Sexual Assault Awareness Month activities in April.

31 In March 2022 Campus Rec had about 60 students attend events with many attending
32 multiple programs. Intramural basketball has continued to increase in number of attendees. Other
33 events held were a Mario Kart tournament, grocery bingo and trivia, and two Bob Ross paint
34 nights. There were fewer events this month due to spring break.

35 For service projects, a Habitat for Humanity Build Day was hosted on March 12.
36 Students enjoyed working alongside an AmeriCorps National Civilian Community Corps team
37 learning how to prep and install siding on a new home in Lakeside, MT. Several students will be
38 returning in two weeks to volunteer again. In an effort, to meet the critical need for blood
39 donations, a Red Cross Blood Drive was held on March 9 in AT 139. The turnout was fabulous
40 with a record setting 48 donors and 45 pints of blood collected. This included 11 new donors.
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3 **Faculty Activity Report**
4 **April 2022**
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7 **Mirabai McCarthy, Ph.D., Associate Professor - Biology**

8 Dr. McCarthy's undergraduate research students presented their discoveries during the STEM
9 colloquium at FVCC. Their projects entitled "Bioprospecting: A Search for Antibiotics in
10 Nature", and "Lichen Diversity: A Visual Guide to Flathead Valley Lichen", will be presented
11 again during the Research Conference next month.
12

13 **Victoria Nytes, Adjunct Faculty - History**

14 Victoria Nytes presented at the XLi Conference in Butte, MT on April 8th. The XLi Conference
15 is the Montana University System's Extended Learning Institute. Victoria's presentation was
16 titled, "Transitioning to Remote Learning: Taking the Classroom Online." She spoke about
17 designing for engagement and interaction in remote settings. Simple steps that instructors can
18 take to increase and keep students engaged for remote learning can also be used in online and
19 traditional classroom settings.
20

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

22 Robyn Hoggatt, Program Director, and Tana McIlhargey, Clinical Coordinator of Surgical
23 Technology, attended the Montana Association of Surgical Technologists spring conference in
24 Missoula on April 9. Robyn presented a session to surgical technologists from around the state
25 titled, "Your New Student in the OR". The Certified Surgical Technologists were divided into
26 groups and discussed the following topics: Preceptor Expectations; Memories: Your First Day in
27 the OR; Student Mistakes: We All Made Them!; Challenges for Students in the OR; and
28 Effective Techniques Preceptors use to Teach the ST Student.
29

30 **Nicole Sanford, M.A., Associate Professor - Music**

31 This semester the Music Department received two Enhancement Grants to do a Middle School
32 Choir Festival and a High School Band Festival next year. In addition, they have received
33 funding from the Equipment Request Committee to purchase a new piano keyboard lab, which
34 can be used for piano, composition, and technology courses.
35

36 Upcoming concerts include the following:

- 37 • FVCC students enrolled in private lessons will be performing in the upcoming Afternoon
38 Student Recital on April 22 at 2 pm in ECC-128
- 39 • The FVCC Choral Ensemble will be performing Mozart's Requiem with the Glacier
40 Symphony and Chorale in the April 30-May 1 concert
- 41 • The FVCC Jazz Combo, Vocal Jazz Ensemble, and Woodwind Ensemble will be
42 performing in the upcoming Chamber Ensemble Concert on May 5 in AT-139 at 7:00 pm