

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, April 27, 2015, 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 27, 2015, in the Board Room of Blake Hall/SCA 140/144.
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10 **I. CALL TO ORDER AND ROLL CALL**

11 Chairperson Robert Nystuen called the meeting to order at 3:45 p.m. The following Board
12 members were in attendance:
13

14 Thomas Harding Mark Holston Tom McElwain
15 Shannon Lund Callie Langohr John Phelps
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District.
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19 **II. CONSENT ITEMS - ACTION**

- 20 **A.** Approval of the minutes of the Board of Trustees meeting on March 23, 2015,
21 and the Special Board Meeting on April 9, 2015.
22 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources
23 Report as submitted.
24 **C.** Next regular Board of Trustees meeting – May 18, 2015
25

26 John Phelps moved that the Board of Trustees approve ITEMS A, B, & C Under Section II,
27 Consent Agenda-Action. Mark Holston seconded the motion. The motion carried unanimously
28 with seven (7) "yes" votes.
29

30 **III. COMMENTS**

31 **A. Students**

32 Tyler Davey, Vice President of Student Government presented the Board with the
33 Student Activities Report (Attachment I).
34

35 **B. Faculty and Staff**

36 Dr. Gregg Davis, Associate Professor, Economics, submitted a written report to
37 the Board (Attachment II). The Board reviewed the written report and had no further questions.
38

39 **C. Monthly Reports**

40 **1. Executive Staff Activities Report**

41 The Board of Trustees thanked the Executive Staff for their informative
42 reports. Trustees noted all the hard work all faculty and staff do every day to continue to make
43 FVCC an amazing place for students.
44

45 **D. Commissioner of Higher Education Report-**

46 John Cech, Deputy Commissioner of Two-Year Education, provided the Board
47 with an update. Deputy Commissioner Cech noted that he will be on the FVCC campus for the
48 May Board of Regents meeting, May 21-22. On April 14, the Commissioner's Office hosted a
49 Phi Theta Kappa Recognition Luncheon and several students were recognized for their

1 accomplishments, to include Nick Glynos from Flathead Valley Community College. The state
2 wide task force on prior learning assessments is finalizing their report that will be presented at
3 the September Board of Regents meeting.

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5 **E. Public Comment**

6 None

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8 **IV. COLLEGE ISSUES**

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10 **A. Student Success: Western Regional Honors Conference**

11 Christina Relyea, Associate Professor, Natural Resources and two students who
12 attended the Western Regional Honors Conference updated the Board on their experiences at the
13 conference. Professor Relyea noted that nine students and three faculty members traveled to
14 Reno, Nevada for the recent Western Regional Honors Conference where 43 two-year and four-
15 year schools participated. Flathead Valley Community College was one of the largest groups to
16 participate. There were five presentations given by the nine students who attended with FVCC
17 competing very strongly against the other schools in content and delivery. Students Lindsey
18 Andrachick and Jessie Bach shared, with the Board, their experience at the Western Regional
19 Honors Conference. Both students thanked the Board and Administration for their support of the
20 Scholars Program at FVCC and for sending students to the honors conference. Both students
21 shared that they have learned more in their scholar's classes and by participating in the honors
22 conference than they would have learned by not participating.

23
24 **B. Logger Sports Update**

25 2014-2015 was the 44th season for the FVCC Logger Sports team at FVCC.
26 Coach Ann Beall and students were in attendance to present a summary on activities during the
27 season. Team Captain, Josh Healy, presented the Board with an update on another successful
28 Logger Sports Season. Josh thanked the Board and Administration for their continued support of
29 the Logger Sports Program. Logger Sports test the competency of participants in a variety of
30 events, such as, ax throw, burling, climbing and cross cut saws. During the year there were a
31 total of 21 team members with only seven returning team members. The team competed in three
32 competitions throughout the year. The first event was the 77th Annual Association of Western
33 Forestry Clubs Conclave at Humboldt State University where thirteen colleges fielded teams in
34 which FVCC took third place overall. The second competition was the University of Idaho's
35 Lumberjack Classic, with FVCC placing first and second with two separate teams. The third
36 event was the University of Montana's Pro-Am Competition in which FVCC took second place
37 overall. Logger Sports participates in many hours of community service outside of their
38 schooling and competing. The team will be participating in the upcoming Family Forestry Expo
39 by providing its annual show and offering various educational stations as part of its commitment
40 to community service.

41
42 **C. Student Newspaper, *The Mercury*, Update**

43 Blake Smith, Mercury Advisor and Casey Schwab, Assistant Editor, presented the
44 Board with an update. Currently *The Mercury* has published three editions this semester. The
45 paper currently is working with thirteen students who write articles and columns for the paper.
46 Some of the upcoming goals for the paper include, digitizing the paper, expanding the delivering
47 district of the paper to reach more of the community and hopefully obtaining a ¾ time to fulltime
48 advisor. *The Mercury* would like to continue with its publications but understands that there is a
49 possibility of discontinuing *The Mercury* due to the availability of a consistent advisor and the

1 fact there are no journalism students or classes offered at FVCC that would coexist with running
2 a student paper. Casey thanked the Board and urged the Board to continue their support for *The*
3 *Mercury* and its publications to the student community of FVCC.

4
5 **D. Board Policy, Chapter XII, Facilities, Section 10-60, Second Reading**

6 The Board was presented with Board Policy, Chapter XII, Facilities, Section 10-
7 60, for a second reading. Following review of the presented policies, John Phelps moved that the
8 Board approve Board Policy, Chapter XII, Facilities, Section 10-60, Second Reading. Thomas
9 Harding seconded the motion. With no further discussion, Tom McElwain called for the
10 question. The motion carried unanimously with seven (7) "yes" votes.

11
12 **E. Change Pre-Health Certificate Title**

13 In response to Pre-Health Advisory Committee input, the Curriculum Committee
14 voted at their April 21, 2015, meeting to change the title of the Pre-Health Certificate to Health
15 Occupations. This proposed title change will be presented to the Montana Board of Regents at
16 the May meeting. Thomas Harding moved that the Board approve to change the title of the Pre-
17 Health Certificate to Health Occupations. John Phelps seconded the motion. With no further
18 discussion, Thomas Harding called for the question. The motion carried unanimously with seven
19 (7) "yes" votes.

20
21 **F. Deletion of the Metal Arts Certificate**

22 At its March 24, 2015 meeting, the Curriculum Committee voted to delete the
23 current Metal Arts Certificate Program. Student enrollment in the program has continued to
24 decline and there currently are no students enrolled in the specific certificate program. Shannon
25 Lund moved that the Board approve the deletion of the Metal Arts Certificate. Tom McElwain
26 seconded the motion. With no further discussion, John Phelps called for the question. The
27 motion carried unanimously with seven (7) "yes" votes.

28
29 **G. Deletion of Welding Technology, Certificate**

30 At its March 10, 2015 meeting, the Curriculum Committee voted to delete the
31 current Welding Technology Certificate program and replace it with two separate AAS programs:
32 Welding and Inspection Technology and Welding and Fabrication. The addition of two separate
33 AAS programs will provide students with a two year degree and more in depth training in
34 welding. Tom McElwain moved that the Board approve the deletion of Welding Technology
35 Certificate. Thomas Harding seconded the motion. With no further discussion, the motion passed
36 unanimously with seven (7) "yes" votes.

37
38 **H. Welding and Inspection Technology, AAS**

39 At its March 10, 2015 meeting, the Curriculum Committee voted to add a
40 Welding and Inspection Technology, AAS. This program would be one of the programs that
41 would replace the former Welding Technology Certificate. Thomas Harding moved that the
42 Board approve the Welding and Inspection Technology, AAS program. John Phelps seconded the
43 motion. With no further discussion, the motion carried unanimously with seven (7) "yes" votes.

44
45 **I. Welding and Fabrication, AAS**

46 At its March 10, 2015, meeting, the Curriculum Committee voted to add a
47 Welding and Fabrication, AAS program to replace the Welding Technology Certificate. Thomas
48 Harding moved that the Board approve the Welding and Fabrication, AAS Program. John Phelps
49 seconded the motion. With no further discussion, the motion carried unanimously with seven (7)

1 “yes” votes.

2
3 **J. Brewing Science and Brewing Operations, AAS**

4 At its March 24, 2015 meeting, the Curriculum Committee approved the
5 implementation of a Brewing Science and Brewing Operations, AAS program. Dr. Heather
6 Estrada, Assistant Profess, Program Director, Agriculture, has created a curriculum and program
7 for Brewing Science in which you must be 21 to enroll. Shannon Lund moved that the Board
8 approve the Brewing Science and Brewing Operations, AAS. Tom McElwain seconded the
9 motion. It was noted that the program will go before the Board of Regents at its May meeting.
10 With no further discussion, the motion passed unanimously with seven (7) “yes” votes.

11
12 **K. Tuition and Fee Consideration for FY16**

13 It was recommended that the Board table the tuition and fee consideration until
14 the Legislative session officially adjourns so that an accurate assessment can be made depending
15 on funding approved by the legislature. A special meeting will be called for discussion and
16 possible action on tuition and fee consideration for FY16 once the session adjourns.

17
18 **L-O. Board Resolution 15-7, Adoption of 403(b) Plan, Board Resolution 15-8,**
19 **Amendment and Restatement 457 (b) Deferred Compensation Plan Doc for**
20 **Government Employees, Board Resolution 15-9, Amendment and**
21 **Restatement 401(a) Plan Document for Government Employers, Board**
22 **Resolution 15-10, Amendment and Restatement 401(a) Money Purchase Plan**
23 **Document for Government Employers**

24 FVCC sponsors a number of optional retirement plans: 403(b) employer-match,
25 403(b) voluntary, Roth 403(b); 457 (b); and 401(a) profit-sharing and 401(a) money purchase
26 plans. These plans have been reviewed by an independent third party administrator,
27 AdminPartners, and amendments are presented to update the plans. The Board of Trustees must
28 pass a resolution to allow these amendments, which includes the adoption of a Roth 457(b) and
29 the termination of the 401(a) money purchase plan. Each resolution presented pertains to its
30 specific plan and amendments needed. Tom McElwain moved that the Board approve Board
31 Resolutions 15-7, 15-8, 15-9 and 15-10 as presented. Thomas Harding seconded the motion.
32 Upon further discussion, President Karas noted that all plans have been reviewed by the
33 college’s legal counsel and have also been reviewed by an independent third party administrator.
34 It was also noted that these resolutions only allow for amendments are not a call for vendor
35 services. With no further discussion, Tom McElwain called for the question. The motion carried
36 unanimously with seven (7) “yes” votes.

37
38 **M. Board Resolution 15-11, Disposal of Surplus Property Through Sale**

39 Flathead Valley Community College’s Campus has found it necessary to dispose
40 of surplus property through sale. The College would like to surplus an oven with stovetop and
41 broiler and an ice cream cabinet, formerly located in the Eagle’s Nest Cafeteria. Both are too
42 large for the restricted space and the production method is not correct for the cafeteria or
43 Culinary Arts menu. We hope to sell the very old, used oven for \$1650.00 and the newer ice
44 cream cabinet for \$2150.00. John Phelps moved that the Board approve Board Resolution 15-
45 11, Disposal of Surplus Property through Sale. Tom McElwain seconded the motion. With no
46 further discussion, Thomas Harding called for the question. The motion carried unanimously
47 with seven (7) “yes” votes.

48
49 **N. Finance and Audit Committee Report**

1 The Finance and Audit Committee met prior to the Board meeting. Trustee
2 Nystuen reported that the committee received a quarterly budget review from Chuck Jensen,
3 Vice President of Administration and Finance.
4

5 **O. Quarterly Budget Report**

6 The Board was presented with the quarterly budget report ending March 31, 2015.
7 President Karas and Chuck Jensen, Vice President of Administration and Finance, reported that
8 expenses are on track with projections and some contingency for the final quarter remains.
9

10 **P. Trustees Events Calendar**

11 Trustees reviewed the Board of Trustees Events Calendar included in the agenda.
12 President Karas noted that the next Board meeting is scheduled for May 18, one week early due
13 to the Memorial Day Holiday. The President's Donor Dinner will be held on Thursday, May 14,
14 and Commencement will be held on Friday, May 15. The Board of Regents will be holding their
15 May meeting on campus May 21-22.
16

17 **Q. President's Update**

18 President Karas updated the Board on several items:

- 19 • President Karas gave the Board an update on the current legislative
20 session. President Karas noted that the legislative session is scheduled to
21 adjourn in the next few days.
- 22 • The student housing feasibility study is still being completed and it is the
23 hope that the report will be finished and returned by the middle of May.
24 Once the report is finished the findings will be shared at an upcoming
25 Board meeting or retreat.
- 26 • Several individuals from the college attended the recent AACC National
27 Convention in San Antonio. President Karas, Brad Eldredge and Colleen
28 Unterreiner presented the Bellwether presentation during the convention.
- 29 • The Northwest Commission on Colleges and Universities is currently on
30 campus doing the mid-term visit for accreditation. The team will be
31 visiting the campus Monday and Tuesday. An exit interview is scheduled
32 for 11:00 am on April 28.
- 33 • President Karas, Brad Eldredge and Beth Romain, attended an event at
34 Flathead High School hosted by the Lieutenant Governor. The Lt.
35 Governor was visiting high schools around the state to promote and
36 celebrate the benefits of dual enrollment participation and the cost savings
37 to students. The event was held at Flathead High School on April 27.
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40 **V. EXECUTIVE SESSION**

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

43 Chairperson Nystuen announced the Board would go into Executive Session to
44 discuss the evaluation of the President and it was determined that the demand of individual
45 privacy clearly exceeded the merits of public disclosure and therefore he would close the
46 meeting. The meeting was closed at 4:50 p.m. The meeting was reconvened at 5:32 p.m. at
47 which time Chairperson Nystuen moved to adjourn.
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VI. ADJOURNMENT

With no further discussion, the meeting was adjourned at 5:32 p.m.

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Robert Nystuen, Chairperson of the Board

Shannon Lund, Secretary of the Board