

**FLATHEAD VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
RETREAT**

Tuesday, December 8, 2015

10:30 a.m.-4:00 p.m.

Flathead Valley Community College

A Board Retreat comprised of the Flathead Valley Community College Board of Trustees, and President Karas was convened at 10:30 a.m., Tuesday, December 8, 2015.

Board members present were Shannon Lund, Tom Harding, Jeremy Presta, Tom McElwain (via conference phone), John Phelps, Mark Holston and Callie Langohr. President Jane Karas, Vice President of Administration and Finance, Chuck Jensen, Vice President of Academic Affairs (Instruction and Student Services), Brad Eldredge and Monica Settles, Clerk of the District, were also in attendance. Brenda Hanson, Dean of Students, joined the meeting at 12:30 pm.

Chairperson Lund called the meeting to order at 10:36 a.m.

Board Responsibilities

The Board discussed Board responsibilities. Chairperson Lund shared two handouts outlining a Board member's job description and the six essentials of good board and president relations. The Board indicated that it would like to review Montana statute on Board member responsibilities. During discussion, the Board agreed that they would like to see a revised statement included in the monthly Board agendas that states why the Board does not comment or take action on subject matter presented during public comment. In addition, the Board would like a copy of the Board Self Evaluation form for further review. The Board would like to possibly change and update its current self assessment tool. The Board will review and reevaluate the possibility of changing the current model.

ACCT Annual Meeting Update/Report by Attendees

Trustees Tom McElwain, Thomas Harding, Mark Holston and Shannon Lund attended ACCT Annual Conference in San Diego, this past October. Those who attended the conference reported attending several sessions in which they were provided with relevant information. The attendees shared their experiences and what they were able to bring back from the conference. Sessions that were attended included topics on student housing, default rates, Community Colleges implementing four year degrees, Pell Grant funding, PTK, Honors Programs, work force training, dual enrollment, ethics and campus safety. They Board did note that they would like PTK to give an update at a future Board meeting. In addition, the Board would like an updated fact sheet.

*****Break 11:55 am-12:05 pm*****

FVCC Update

President Karas noted the recent review of the Early Childhood Center (ECC). The college recently conducted an independent study of the ECC. The study indicated areas in which the center is working well and areas for improvement. The former director of the center, Laurie Peiffer has left FVCC but Darlene Schottle and Marlys Davis, Interim Director of the ECC will continue to improve the coordination of the Early Childhood Education Program and the ECC.

President Karas indicated that she is now serving on the Phi Theta Kappa (PTK) National Advisory Board and is looking forward to working more closely with PTK.

The college may begin to look at the possibility of offering some type of four year baccalaureate degree in nursing as demand for this type of degree grows and as hospitals move toward obtaining the Magnet designation and will require their nurses to have a four year baccalaureate registered nursing degree. This would require an extensive amount of work to offer a four year program to include statutory changes during a legislative session.

The college will be working with School District 5 on alternative to space for their welding programs. Due to increased demand for the program and scheduling of the welding lab, FVCC will need to use its own facilities and space more often than it has in the past and this will affect District 5's usage of FVCC facilities and equipment for its high school program. The college met with School District 5 Superintendent and principals from the two local high schools on the matter. It was noted that a solution needs to be in place as soon as possible as the high schools will have their schedule of class offerings sent for printing on January 15. The college will work with the schools in every capacity possible to find a solution that will be best for both students of district five and FVCC.

President Karas and staff will continue to work with the Interim Legislative Finance and Audit Committee to discuss possible changes to community colleges funding formula. The Legislative Finance Committee is meeting today to discuss the formula. As soon as more information is available, President Karas will inform the Board.

The Enrollment Management Committee is working with the English and math departments on new writing and math placement tests. The current placement test students take, the COMPASS test, is phasing out and new placement tests will be implemented. The new model will consist of a hybrid of options to include looking at ACT scores, a student's grades and overall GPA. In addition, the English faculty has created a writing assessment and scoring rubric that will help place students in the appropriate writing classes. The new placement testing strategies are designed to help students continue to be successful and help with student retention and completion.

President Karas noted the recent 100% pass rate of FVCC's health programs. The surgical technology, practical nursing, registered nursing, physical therapist assistant and paramedicine programs have been recognized for their most recent graduates achieving a 100 percent pass rate on the national certification examinations.

The college will be offering several study abroad opportunities to students again. Opportunities include Semester in Venice, Italy (January 16-April 2), Ocean Chemistry in Mo'orea (May 23-June 7) and US-Brazil Connect Program in the Summer of 2016.

An Employee Celebration Lunch will be held on Friday, December 11 where the Foundation Enhancement Grant recipients will be announced along with results of FVCC's Employee Giving Fund.

A Donor Development Luncheon was held Tuesday, December 7, with over 40 new and emerging donors in attendance. President Karas provided remarks for the luncheon.

The college is currently not publishing The Mercury, the former student newspaper. Due to no offerings in journalism, no journalism students or faculty or staff trained in that area, the paper is currently not being offered. The college is offering a campus wide literary magazine where faculty, staff and students can submit writings. The magazine advisor is experienced in the field.

President Karas reviewed the current Master Plan with the Board. The college is looking at alternatives for a pavilion at this time. The new Brewing building continues to be completed to accommodate equipment for the new Brewing Science Program. Possible partnerships are still being considered for a performing arts center and other possible buildings. Trustee Harding and Trustee Phelps did inquire about tree planting throughout campus and asked for a long term landscaping plan to be presented at the February Board meeting. Trustee Phelps noted that he would like to see some version of a written document to accompany the current Master Plan. President Karas noted as previously discussed, CTA has shared with the college that most Master Plans today have limited written reports. The college is continuing to work on a student center and fitness center as designated priorities by the Board and students alike.

Student Housing

Following discussion at a prior retreat and at the request of the Board, the college contracted with an outside agency to conduct a Student Housing Feasibility Study. The consulting group and the Board had received an in-depth review of the report.

Following lengthy discussion on the topic, the Board requested President Karas and staff provide a plan with more information on all potential costs related to housing, potential types of housing, amount of housing that should be provided, the cost of building student housing, operation costs, and pros and cons of student housing so that the Board can make an informed decision to either move forward or not with student housing. Following the presentation of the final report at the July Board of Trustees meeting and a thorough review of a business plan for student housing the Board hopes to make a decision on the direction of student housing. The Board reviewed a business plan presented by President Karas and Chuck Jensen that outlined the cost of building student housing and amount needed to be a self sustaining entity should the Board choose to move forward with student housing. Following much review and discussion, the Board would like an action item placed on the December agenda and the Board will take action on student housing. Should the Board decide to move forward with student housing.

Break 2:25 pm-2:35 pm

Review of College Goals and Strategic Plan

President Karas presented the Board with the current Strategic Plan and Goals for review. The Board reviewed the plan and goals and reiterated that student housing does fit with the college's Strategic Plan and Goals.

Student Center and Fitness Center

The College continues to work on options and opportunities for a Student Center and Fitness Center and the two remain Board priorities. The college is currently looking at alternative ideas for a student center that would not require the building of a new building. President Karas and staff will continue to work on moving forward with ways to fund and provide a student and fitness center.

Miscellaneous/Other

Prior to adjournment, President Karas did share Board Responsibilities as outlined in Montana Code with the Board. Trustee Phelps also noted that he would like President Karas and staff to provide the Board with current reserve fund balances as an opportunity for more information to consider when deciding on next steps for student housing.

With no further discussion, the meeting adjourned at 3:29 p.m.
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Shannon Lund, Chairperson of the Board

Mark Holston, Secretary to the Board