

**FLATHEAD VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
RETREAT  
Monday, July 22, 2019  
11:30 a.m.-3:00 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 11:30 a.m., Monday, July 22, 2019.

Board members present were Shannon Lund, Peter Akey, Stephanie Wallace, Lyle Mitchell, Kelly Stimpson, Mark Holston and Callie Langohr. President Jane Karas, and Monica Settles, Clerk of the District, were also in attendance.

Chairperson Lund called the meeting to order at 11:39 a.m.

**Accreditation**

Dr. Jessica Hopkins, Director, Academic Affairs provided the Board with a complete update on accreditation. The Board reviewed the college's current accreditation timeline. The accreditation visit is scheduled for April 2020. According to the timeline, the Board will approve the Mission Fulfillment statement at its Board meeting this afternoon, following the retreat. The Board thoroughly reviewed and discussed the statement. Dr. Hopkins also provided the Board with an update of the college's core themes, objectives and indicators.

**Board Development/Trustee Board Roles**

President Karas shared with the Board some Trustee expectations, roles and responsibilities. The Board reviewed the list and some discussion followed. The Board did agree that they appreciate topics at Board meetings that provide information that can allow Trustees to be better advocates for the college. The Board did note that they appreciate the President's consistent communication with the Board on issues or Board agenda items through board meetings, emails, phone calls and committee meetings. The Board also discussed the President's Evaluation Process. The Board agreed that they would like the discretion yearly to have future evaluations be sent out and compiled by the Board Chair so to ensure the anonymity of Trustee evaluations of the President.

**Board Self-Assessment and Board Meetings**

The Board reviewed their recent Board Self-Assessment. The Board completes the assessment yearly and uses it as a benchmark on areas for improvement and to show areas of strength. The Board discussed what they felt the Board was doing well with and provided ideas for improvement. In addition, the Board discussed current Board meetings. The Board did note that they would like to see more "department tours" either prior to or after Board meetings. Also, the Board would like a review of the written monthly reports from students, faculty and Executive Staff as opposed to a reading of the reports the Board has already reviewed prior to the meetings. The Board did appreciate the effective use of time and organization at Board meetings.

## **Legislative Update**

Discussion of the community college funding formula is reviewed every six years. The three community colleges in the state continue to meet with state representatives and agencies to discuss and review the formula. President Karas and Beckie Christiaens will be traveling to Helena, mid-September to meet with the Education Subcommittee to present and discuss the funding formula. The three state community colleges, the Legislative Fiscal Division (Analyst), the Governor's Budget Office and the Office of the Commissioner of Higher Education will continue to meet to discuss the funding formula. President Karas did note that the funding formula process can be a long process and will take time and effort by all involved.

*\*\*Break 1:25 pm-1:30 pm\*\**

## **Master Plan Process**

President Karas noted that the Master Plan was developed in 2002 and has been updated twice since that time. President Karas provided the Board with a current draft master plan. A final master plan will be submitted this fall for Board approval at a future Board meeting. In addition to the review of the master plan and master planning processes, the Board reviewed the new proposed College Center. With the recent move of the Library to the new Library and Learning Commons, the old Library space will begin transformation into the new Student Services space. President Karas will be meeting with employees, departments and stakeholders to discuss the new Learning Resource Center and relocation of services. The Board also discussed the Osborne property and the Wildgen house. Discussion will continue on the best uses for these properties and how they can best support the college's mission. Finally, the Board was updated on the status of the Grandview Drive Improvement Project that is nearing completion.

## **Tuition Waivers**

President Karas and the Board discussed the future of tuition waivers. The college would like to keep tuition waivers at 10-12% of total tuition dollars and currently FVCC is currently above the target. The two biggest waivers continue to be the Running Start waiver and the Academic waiver. The Board asked that information and a proposal about tuition waivers be brought to them at a later date for discussion and possible adjustment.

## **ONE Campaign Update**

The ONE Campaign has completed its goal and has raised \$18,022,000 in just eighteen months. The original plans for the proposed and upcoming College Center included seating for 750 guests. As the ONE Campaign neared its \$18 million goal, community members and donors have encouraged the college to envision a larger venue that the community and area need. As a result of talking with the community, donors and local businesses, the college will launch the Encore Campaign to raise an additional \$3 million to include a 1,000 seat performance and lecture hall. The additional seating will require some additional square footage to the building but this venue would be the only one of its kind and size in Northwest Montana. In addition to the one of a kind venue, the space will provide economic benefits to the community as well.

## **FVCC Updates**

- President Karas provided the Board with an update FVCC Fact Sheet.
- Chef Manda Hudak has recently been hired as the Interim Program Director, Culinary

Arts, following Chef Shannon Hayashi's departure.

- The Bookstore is in the process of hiring a new manager, clerk and coffee lead.
- The college is going to continue to work with its insurance company and any third party companies as well to have the settling of the floor and grounds at the Early Childhood Center repaired.
- Nursing will have its National Accreditation visit in November and the Medical Lab Technician program will undergo its accreditation with a visit in September.
- The college continues to work with Campus Management on its new software conversion.

With no further discussion, the meeting adjourned at 2:50 p.m.  
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Shannon Lund, Chairperson of the Board

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Kelly Stimpson, Secretary to the Board