

**FLATHEAD VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
RETREAT
Monday, June 27, 2016
9:00 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 9:00 a.m., Monday, June 27, 2016.

Board members present were Shannon Lund, Tom Harding, Jeremy Presta, Tom McElwain, Kelly Stimpson, Mark Holston and Callie Langohr. President Jane Karas, Vice President of Administration and Finance, Kirk Zander, Vice President of Instruction and Student Services, Brad Eldredge and Monica Settles, Clerk of the District, were also in attendance.

Chairperson Lund called the meeting to order at 9:16 a.m.

President's Update

President Karas updated the Board on the recent announcement of the Weyerhaeuser Plant closure and the loss of nearly 200 jobs. It was noted that the college will work with the Flathead Job Service and all displaced workers who will be affected by the closure.

Student Housing is continuing to move forward. Construction documents are in the process of being developed. A Special Board meeting will need to be held the first week of August to approve a contractor, with construction on student housing to begin shortly thereafter. Trustee Langohr did inquire about the current location of the Kalispell Farmer's Market once construction for student housing begins. President Karas noted that the market will be re-located to a different area of campus at the beginning of August. The college is currently still working on loan rates and financing information and hopes to have that information ready for Board approval at the July Board meeting.

The college is continuing to look at opportunities for a fitness center and student center. In addition, the college will begin work on the air conditioning system in Blake Hall and explore roof replacement on the four oldest buildings on campus (Ross Hall, LRC, BSS and Blake Hall). The college, in conjunction with the Foundation, is looking at alternative uses for the Wildgen house that sits at the south east end of campus. Some ideas include building a pavilion on the property along with updating the house to accommodate a demonstration kitchen and create a small retreat center or space.

President Karas updated the Board on current programs at FVCC. In addition, it was noted that the college is continually looks at its program mix and evaluates all programs on a five year cycle (or sooner if needed). The college will conduct a comprehensive, all program evaluation. By evaluating all programs it will help FVCC best utilize its resources to help increase student success and completion, to continue to effectively meet workforce needs of the community and to efficiently plan for the future.

The college has had several long time staff and faculty retire recently and a committee will begin looking at the best way to address staffing needs as long time staff and faculty begin to retire. In addition, the committee will be looking at positions that are currently covered by grant funding and identify those that are sustainable following the end of grant funds. The college has received significant benefits by receiving grants and would like to efficiently sustain some of these benefits (student success, retention, programs, etc.) by continuing support staff and services following the termination of these grants. The full time faculty collective bargaining agreement (CBA) was ratified and will be on the consent agenda at the Board meeting. President Karas and the Board reviewed the ratified CBA and changes that have been made. President Karas thanked the faculty and staff who worked closely together to create a contract that both parties are satisfied with.

In light of the college's 50th year anniversary, President Karas shared a 50th year in review handout with the Board. The information provided highlights from the college's last 50 years. Some of the highlights include voter approval to establish a community college on April 1, 1967 to the significant growth the college has experienced throughout the last fifty years.

Break 9:45 am-9:59 am

Strength, Weaknesses, Opportunities, and Threats (SWOT) Analysis

The Board participated in a SWOT analysis exercise facilitated by Jodi Smith, Director, Workforce Training.

Break 10:52 am-10:59 am

Strategic Plan Review and Update

Following the Boards SWOT Analysis exercise, the Board did an extensive review of the college's current Strategic Planning Goals and Objectives. Following review of the strategic goals and objectives, the Board suggested expanding on Goal 3: Provide Diverse Educational Opportunities, by being more specific to American Indian diversity. The revised Strategic Planning Goals and Objectives will be brought to the Board for approval at the July 25, Board meeting. Following approval by the Board, the goals and objectives will then be shared with all employees at the August All Employee In-Service.

Break 11:53 am-12:32 pm

Board Self Assessment Tool

Due to a request by the Board at a prior Board Retreat, the Board would like to possibly change and update its current self assessment tool. President Karas presented the Board with an updated self-assessment tool. The Board agreed to use the updated assessment for one cycle and if needed will re-visit its self-assessment process if needed. Monica Settles, Clerk of the District, will e-mail the new assessment to Board members for completion and the results will be presented at the July Board meeting.

Budget Process Review and Preliminary Review of FY17 Budget

Kirk Zander, Vice President of Administration and Finance presented the Board with an in-depth review of the proposed FY17 budget and budget process. The first public reading of the budget will be presented at the Board meeting, following the retreat, with the second public reading being presented at the July Board meeting.

Break 1:35 pm-1:50 pm

Miscellaneous/Other

Trustee Tom Harding shared information concerning the Association of Community College Trustees (ACCT) State Coordinator history, responsibilities and duties. Trustee Harding asked Board members to consider stepping-in to the position in which he currently holds.

President Karas invited Board members to a tour of the new brewing science building following the adjournment of the retreat.

With no further discussion, the meeting adjourned at 2:13 p.m.
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Shannon Lund, Chairperson of the Board

Mark Holston, Secretary to the Board