

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, December 20, 2021, 3:45 p.m.
5 Blake Hall 140/144
6
7

8 A regular meeting of the Flathead Valley Community College Board of Trustees convened at
9 3:45 p.m., Monday, December 20, 2021.
10

11 **I. CALL TO ORDER AND ROLL CALL**

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

14 Patrick Gulick Callie Langohr Shannon Lund
15 Lyle Mitchell Kelly Stimpson
16

17 Trustee Mark Holston was absent with prior Board approval. Also present were President
18 Jane Karas and Suzanne DeCamp, Clerk of the District.

19 **A. Appointment of Clerk of District**

20 Trustee Kelly Stimpson moved that the Board of Trustees appoint Suzanne DeCamp as the Clerk of
21 the District. Trustee Patrick Gulick seconded the motion. The motion carried unanimously with six
22 (6) "yes" votes.
23

24 **II. PUBLIC COMMENT-None**

25
26 **III. CONSENT ITEMS - ACTION**

27 **A.** Approval of the minutes of the Regular Board of Trustees meeting on November 22,
28 2021

29 **B.** Next regular Board of Trustees meeting is scheduled for January 24, 2022
30

31 Trustee Kelly Stimpson moved that the Board of Trustees approve ITEMS A & B under Section
32 III, Consent Agenda-Action. Trustee Patrick Gulick seconded the motion. The motion carried
33 unanimously with six (6) "yes" votes.
34

35 **IV. MONTHLY REPORTS**

36 **A. Students Activities Report**

37 The Student Activities Report was submitted as a written report. (see attachment
38 I). Trustee Shannon Lund remarked that she was pleased to read about the campus rec activities
39 that have been made available to the students.
40

41 **B. Faculty Activities Report**

42 The Faculty Activities Report was submitted as a written report. (see attachment
43 II). Trustee Callie Langohr enjoyed reading about Dr. Katie Clark's stakeholder engagement in
44 regards to grades K-12 and asked if she might be able to give a presentation at a future Board
45 meeting?
46

47 **C. Executive Staff Activities Report**

48 The Board acknowledged the Executive Staff for their informative reports.

1 **V. COLLEGE ISSUES**

2 **A. Student Success: Updates from Trades and Industrial Arts**

3 Peter Fusaro, Director of Trades and Industrial Arts, and Will Richards,
4 Academic Advisor, presented the Board with an update on the Trades and Industrial Arts
5 Programs. There has been marked growth in the programs. A unique two full-day weekly
6 schedule has made it possible for more students, local and out of the area, to attend classes. In
7 addition to the two-year degree, students have the option to complete course work in one year
8 to obtain a certificate that would allow them to work without completing the full degree.

9 An anticipated challenge for the future is running out of space. There is interest
10 in night and weekend classes if instructors could be found. Peter would like to investigate
11 adding more short-term training courses like Certified Nursing Assistants (CNAs) and
12 Commercial Driver’s Licenses (CDLs).

13
14 **B. Board Policy, Chapter IV – Fiscal Affairs – Section 10 Accounting Systems
15 to Section 180 Budget System – Second Reading**

16 Trustee Kelly Stimpson noted that the word district should not be struck in
17 Chapter IV-Fiscal Affairs-Sec 30-Tuition Policy.

- 18 • Chapter IV-Fiscal Affairs-Sec 10-Accounting Systems
- 19 • Chapter IV-Fiscal Affairs-Sec 20-Investment of Surplus Funds
- 20 • Chapter IV-Fiscal Affairs-Sec 30-Tuition
- 21 • Chapter IV-Fiscal Affairs-Sec 40- Student Fees Establishment and Publication
- 22 • Chapter IV-Fiscal Affairs-Sec 50-Accounting of Funds Student Orgs
- 23 • Chapter IV-Fiscal Affairs-Sec 60-Contracts
- 24 • Chapter IV-Fiscal Affairs-Sec 70-Purchasing
- 25 • Chapter IV-Fiscal Affairs-Sec 80-General Administrative Procedures
- 26 • Chapter IV-Fiscal Affairs-Sec 90-Competition with Private Business
- 27 • Chapter IV-Fiscal Affairs-Sec-100-Unclaimed Property
- 28 • Chapter IV-Fiscal Affairs-Sec-110-Capital Equipment and Supply Disposal
- 29 • Chapter IV-Fiscal Affairs-Sec-120-Capital Assets and Control Policy
- 30 • Chapter IV-Fiscal Affairs-Sec-130-Use of College Equipment Policy
- 31 • Chapter IV-Fiscal Affairs-Sec-140-Travel Policy
- 32 • Chapter IV-Fiscal Affairs-Sec-150-Foundation and Development Policy
- 33 • Chapter IV-Fiscal Affairs-Sec-160-Credit Card Policy
- 34 • Chapter IV-Fiscal Affairs-Sec-170-Fraud Policy
- 35 • Chapter IV-Fiscal Affairs-Sec-180-Budget System the Finance and Audit

36
37 Trustee Kelly Stimpson moved that the Board of Trustees approve Board Policy
38 Chapter IV – Fiscal Affairs: Sections 10-110 (second reading as revised) - Action Trustee
39 Patrick Gulick seconded the motion. With no further discussion, the motion carried
40 unanimously with six (6) "yes" votes.

41
42 **C. Building Naming Committee Recommendation**

43 Regent Bob Nystuen and FVCC Foundation Board Chair, Walt Kuhn, reviewed
44 the recommendation of the Building Naming Committee who consulted Board Policy Chapter
45 XII, Section 10, to name the College Center Reception Hall the “Jane A. Karas Reception Hall”.

46
47 Trustee Shannon Lund moved that the Board of Trustees approve ITEM C under

1 Section V, College Issues -Action. Trustee Kelly Stimpson seconded the motion. With no
2 further discussion, the motion carried unanimously with six (6) "yes" votes.
3

4 President Karas thanked the Building Naming Committee and the trustees. She
5 stated that she was honored and would not have achieved the things that she has at the college
6 without the support of the faculty, staff, and Board.
7

8 **D. Trustees Events Calendar**

9 President Karas reviewed the Trustees events calendar. The college will be
10 closed from December 24th through January 2nd. The Board of Regents will be hosting a virtual
11 meeting on January 6th. She will be attending Business Days at the Capitol January 12-13th. The
12 school will be closed on Martin Luther King, Jr. Day, January 17th. The next Board meeting is
13 scheduled for Monday, January 24th. She and Pete Akey will be attending the ACCT Legislative
14 Summit in Washington DC February 6-9th.
15

16 **E. President's Update**

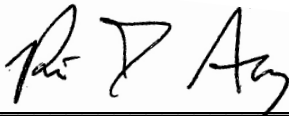
17 President Karas updated the Board on several items:

- 18 • President's Council – The council is made up of representatives from different
19 stakeholder groups at the college and has identified four key focus points:
 - 20 ○ Enrollment
 - 21 ○ Retention and Recruitment of Employees
 - 22 ○ Mental Health and Morale
 - 23 ○ Strategic Planning
- 24 • Legislative Funding – Will attend the next meeting of the Education Budget
25 Committee regarding the funding formula.
- 26 • College Center – Due to supply chain and labor issues, the College Center won't
27 be open in time for commencement as hoped. Instead, a tent will be rented to
28 allow commencement to take place on campus again. It is anticipated the College
29 Center to be completed by late summer and ready for use in the fall.
- 30 • Introduced and welcomed Tagen Vine, the Foundation's new Chief Development
31 Officer.
32


33 **VI. ADJOURNMENT**

34 With no further discussion, the meeting was adjourned at 4:24 p.m.

35 sd

36 

37 _____
38 Peter Akey, Chairperson of the Board

39 

40 _____
41 Patrick Gulick, Secretary to the Board
42

Student Activities Report

December 2021

In November, Campus Rec held multiple events with about 40 unique students attending. Events included Smash Bros and Mario Kart tournaments, bowling, and indoor rock climbing. November also marked the start of the FVCC marathon group which has 12 student members. Scott Brantner (Residence Life) is co-leading this group along with Russell Kujala (Campus Rec). Faculty and staff members have also reached out and are more than welcome to join our group runs.

In November, the Student Wellness Team hosted 3 events. The first was a tobacco cessation and prevention project which included a “Turn in Your Vape” event. For the Great American Smokeout, the second event was held in the Student Lounge to educate students on the hazards of tobacco/smoking/vaping and the benefits of cessation. The third event was a life size version of the “Game of Life” that educated students on healthy lifestyle choices. Scenarios included exercise habits, healthy diets, tobacco cessation, and alcohol and other drug use/abuse. The latter two events had about 10 students in attendance.

Club activities have been winding down for the last few weeks. Here is a synopsis.

- The Native American Student Association participated in the Thanksgiving Meal giveaway by donating turkey breasts and 20 containers of fried onions.
- Intervarsity Christian Fellowship continued to hold weekly Bible studies on Thursday evenings and lunches on Tuesdays in the Eagles Nest.
- Mask and Hammer has been busy with rehearsals for "Stupid F***ing Bird" and work call meetings for building the set. Their final performance will be on December 11th.
- Audionauts (Music Club) enjoys meeting on a weekly basis and eating pizza.
- The Chess Club continues to grow and has brought in an outside guest to help teach everyone how to improve their skills.
- Phi Theta Kappa held an open house and an induction ceremony. They welcomed 20 new members.
- The Firearms Enthusiasts club meets once a month and has 16 members.
- The Genders and Sexualities Alliance (GSA) and the Podcast Club are hosting meeting days/times, but are struggling with attendance.
- Interest in starting an Environmental Club, Outdoor Club, and a Political Awareness club has been expressed, but the next step to start these clubs has not been taken.
- Student Government has been busy following up on several projects including a photo contest, student body survey, Freebie Fundays, Study Skills Seminar, and adding student organizations to their course site on Eagle Online. They also co-hosted a Holiday Jingle Mingle with the Student Engagement Office on December 3. Students enjoyed several fun games, food, an Ugly Sweater Contest, line dancing and karaoke.

1 They had 22 students in attendance.

2
3 November was a busy month for Community Involvement programming. In partnership with
4 the Agency on Aging, on November 5th we hosted The Amazing Rake. This entailed 15
5 individuals assisting 6 community members with raking leaves, cleaning rain gutters, and
6 miscellaneous yardwork. It was a fun and very rewarding event and will mostly like be
7 repeated next year.

8
9 The FVCC Food Pantry hosted a Thanksgiving Basket giveaway in November with 27
10 Thanksgiving meals being distributed to students. This was made possible by several
11 employees donating their time and money to help, and Student Government donating
12 funding. The number of visits to the food pantry decreased to 17 visits compared to 28 in
13 October.

14
15 On December 4th, 12 students volunteered at the Howl-A-Day Open House for the Humane
16 Society of Northwest Montana. Students attended a brief orientation and served as tour guides
17 for visiting community members. The event was a big success due to our partnership with the
18 Humane Society, our students love of animals and willingness to serve, and the numerous
19 adoption applications submitted. The Humane Society would like to make this a bi-annual
20 event.

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4 **Faculty Activity Report**
5 **December 2021**
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7 **Phil MacGregor, Ed.D., Professor - Computer Applications/Accounting**

8 Dr. Phil MacGregor attended an Interop Digital virtual conference on November 18, titled
9 The Future of Networking. Session topics included Next-Gen Networking Driving the
10 Business Model, Cloudifying the Enterprise Edge for Performance and Efficiency, SD-
11 WANs and SASE, Public Cloud Firewalls, and Transitioning from Monitoring to
12 Observability.
13

14 **Katie Clarke, Ph.D., Adjunct Instructor - Communication**

15 Dr. Clarke traveled to Seattle to present at the 2021 National Communication Association
16 107th annual convention. Katie's presentation on humanization and invitational rhetoric
17 identified conditions that do, and do not, engage stakeholders and encourage invitational
18 rhetoric in the context of K-12 public school governance and pandemic-related decision-
19 making.
20

21 Back on campus, Katie's interpersonal communication students are wrapping up the semester
22 with a scholarly colloquium of their own. The goal of the interpersonal communication
23 scholars colloquium is to learn with and from each other as students present their own original
24 research testing and applying course concepts within their own lives and relationships. These
25 presentations are followed by lively discussions of the findings within the context of current
26 research and course concepts. Topics have included everything from the effect of a 21 day
27 digital detox on personal wellbeing; affect labeling related to chess playing performance;
28 Myers Briggs type indicators applied to family communication; strategies that do (and do not)
29 work for discussing polarizing topics at family Thanksgiving; and testing the outcomes of
30 setting written and specific goals versus vague hopes related to grades.
31

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

34 Students from Columbia Falls High School HOSA (Health Occupations Students of
35 America) Club and Flathead High School Biomedical Science classes toured the Broussard
36 Center on December 3, 2021. The students learned about several medical professions
37 offered at FVCC including EMS - EMT and Paramedic, Medical Assistant, Nursing,
38 Phlebotomist, Physical Therapist Assistant, Radiologic Technologist, and Surgical
39 Technologist. In addition to learning about allied health professions, some students viewed
40 the cadavers in FVCC's Anatomy and Physiology lab.
41

42 **Carlin Hale, M.S., Assistant Professor - Substance Abuse Counseling**

43 Carlin Hale met with three clinical directors for three outpatient substance abuse

1 counseling clinics in the area in order to prepare for her program's first Clinical
2 Practicum course that will start this spring semester. She discussed how their clinics
3 and our students can connect to create professional practicum experience for students
4 who will be preparing for post-education internship experiences, as part of their
5 Licensed Addictions Counseling licensure process. Candidates cannot begin their
6 licensure internship until they complete their degree/related coursework so a clinical
7 practicum that is part of their degree program provides them with a glimpse of what
8 they can expect once they start working in their internship.

9
10 Carlin met with Ann McWilliams from Gateway Recovery Center in Kalispell, Chad Kingery
11 from Alpenglow Clinic in Kalispell, and Pamela Liccardi from Oxytocin clinic, in Kalispell.
12 All three are very eager to work with the program to provide practicum experiences.

13
14 **Manda Hudak, B.S., Chef Instructor and Program Director, The Culinary Institute of**
15 **Montana**

16 Culinary Instructors collaborated on Thanksgiving Dinner Feasts and Pies for Scholarship
17 raising over \$4,000 for student scholarships. In addition, The Culinary Institute of Montana
18 and the FVCC Foundation partnered in producing “Celebrate You” Gratitude Dinner to close
19 the Encore Capital campaign serving 75 donors to that campaign.

20
21 The Senior Class of The Culinary Institute of Montana produced five Modernists Dinners
22 featuring menus they wrote and produced based on groundbreaking chefs assigned to them to
23 study.