

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, December 21, 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, December 21, 2015, in the Board Room of Blake Hall/SCA 140/144.  
9

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

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

14 John Phelps                      Thomas Harding                      Mark Holston  
15 Jeremy Presta                      Callie Langohr                      Tom McElwain  
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District.  
18

19 **II. PUBLIC COMMENT**

20 None  
21

22 **III. CONSENT ITEMS - ACTION**

- 23 **A.** Approval of the minutes of the Board of Trustees meeting on November 23, 2015  
24 and the Board of Trustee Retreat on December 8, 2015.  
25 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources  
26 Report as submitted.  
27 **C.** The President's Contract Extension and Approval  
28 **D.** Next regular Board of Trustees meeting – January 25, 2016  
29

30 John Phelps moved that the Board of Trustees approve ITEMS A, B, C & D Under Section II,  
31 Consent Agenda-Action. Jeremy Presta seconded the motion. The motion carried unanimously  
32 with seven (7) "yes" votes.  
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34 **IV. REPORTS**

35 **A. Students**

36 A written report was submitted for the students and reviewed by the Board.  
37

38 **B. Faculty and Staff**

39 Gregg Davis, Associate Professor, Economics, submitted a written report to the  
40 Board. The Board reviewed the written report and had no further questions.  
41

42 **C. Monthly Reports**

43 **1. Executive Staff Activities Report**

44 The Board of Trustees thanked the Executive Staff for their informative  
45 reports. Trustees noted all the hard work all faculty and staff do every day to continue to make  
46 FVCC an amazing place for students.  
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1 **V. COLLEGE ISSUES**

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3 **A. Student Success: Dashboard Indicators Update**

4 Dr. Brad Eldredge, Vice President of Academic Affairs (Instruction and Student  
5 Services), presented the Board with an update on current dashboard indicators. Dr. Eldredge  
6 presented the Board with current attrition rates and current plans to help improve student  
7 success. Some of the current plans include; updated and new placement testing for math and  
8 English and an updated advising model.

9  
10 **B. Student Housing**

11 Following the review of a previous student housing feasibility study and proposed  
12 costs associated with creating and providing student housing, the Board discussed next steps in  
13 relation to student housing. President Karas noted that the Board had a very in-depth  
14 conversation about student housing at their recent December 8 Board of Trustees Retreat. Chuck  
15 Jensen, Vice President of Administration and Finance, presented and reviewed the pro forma  
16 financial statements that were shared at the Board Retreat. Following review of the pro forma,  
17 Trustee McElwain inquired if the recent change to interest rates would impact the presented  
18 financial information. Mr. Jensen did note that it could have an impact as the information  
19 presented was calculated prior to the change in interest rates. President Karas also noted that  
20 there will also be some further discussion on operational expenses that come with student  
21 housing such as providing Resident Advisors, safety issues and additional student engagement  
22 and student life costs should the Board decide to move forward. Following review of the pro  
23 forma, John Phelps moved that the Board approve that the college move forward with the  
24 development and construction of an approximate 100 bed student housing unit with the goal of  
25 having students in the units by Fall 2017. Thomas Harding seconded the motion. Following the  
26 motion, Trustee Callie Langohr asked for clarification on what exactly the motion means for the  
27 college. Trustee John Phelps noted that the motion states that with the current information we  
28 have today, the Board would like to build student housing, but if at any time any significant  
29 factors are identified that would prohibit the feasibility of the project, the college can reconsider  
30 the project. Trustee Holston inquired about how this motion and the addition of student housing  
31 will affect the relationship we have with Kalispell Regional Medical Center and the units that we  
32 currently lease with them. President Karas indicated that the college is in the last year of a five  
33 year lease with the hospital. It was also noted that we may have an opportunity to lease for one  
34 additional year but would probably not have access to those units following that time period.  
35 Trustee Presta asked what the next steps would be should the motion pass. President Karas  
36 stated that should the Board approve the motion, the college would move forward with a plan on  
37 how many units should be built and supported based on an interest rate that can be locked in.  
38 The college would need to put together bid documents to receive costs of the project, which  
39 would be brought back to the Board for approval. The college would also put a plan together for  
40 the Board that would look at operational costs associated with being able to support the project,  
41 how to manage student housing and what types of requirements would be needed for students to  
42 occupy units, assuming that all the different factors work together to make if feasible in terms of  
43 funding in regards to expenditures and revenue. President Karas also suggested that a small  
44 group visit a few other campuses to study what they have done in terms of student housing.  
45 Following an in-depth discussion, Thomas Harding called for the question. The motion carried  
46 unanimously with (7) seven “yes” votes.

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48 **C. Board Policy, Chapter VII, Students, Section 10, Admissions (First**  
49 **Reading)**

1 The Board was presented with Board Policy, Chapter VII, Students, Section 10:  
2 Admissions (First Reading). The Board is being asked to review and approve the first reading of  
3 the presented policy. President Karas indicated that the policy has been reviewed and approved  
4 by all appropriate college personnel. Following review of the policy, Tom McElwain moved that  
5 the Board approve Board Policy, Chapter VII, Students, Section 10: Admissions (First Reading).  
6 Thomas Harding seconded the motion. With no further discussion, Thomas Harding called for  
7 the question. The motion carried unanimously with (7) seven “yes” votes.  
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9 **D. Board Policy, Chapter IV, Fiscal Affairs, Section 30, Student Tuition**  
10 **(First Reading)**

11 The Board was presented with Board Policy, Chapter IV, Fiscal Affairs, Section  
12 30, Student Tuition (First Reading). The Board is being asked to review and approve the first  
13 reading of the presented policy. The policy has been reviewed by all appropriate college  
14 personnel. Following review, Tom McElwain moved that he Board approve Board Policy,  
15 Chapter IV, Fiscal Affairs, Section 30, Student Tuition (Firs Reading). Thomas Harding  
16 seconded the motion. With no further discussion, Thomas Harding called for the question. The  
17 motion carried unanimously with (7) seven “yes” votes.  
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19 **E. Trustees Events Calendar**

20 Trustees reviewed the Board of Trustees Events Calendar included in the agenda.  
21 President Karas noted that the next Board meeting is scheduled for January 25. The college will  
22 be closed Thursday, December 24, 2015-Sunday, January 3, 2016, for the upcoming winter  
23 break.  
24

25 **F. President’s Update**

26 President Karas updated the Board on several items:

- 27 • President Karas reported that Governor Bullock has recently appointed  
28 Mr. Casey Lozar of Helena to the Board of Regents.
- 29 • The college recently received a grant from the 100,000 Strong in the  
30 Americas Innovation Fund’s SENA (Servicio Nacional de Apendizaje)  
31 Tech Challenge 2015. FVCC received \$40,000 from the SENA Tech  
32 Challenge 2015 to support a study abroad and student exchange program  
33 with a technical college in Manizales, Colombia. FVCC and the SENA  
34 Centro de Automatización Industrial have strong advanced manufacturing  
35 and renewable energy programs and will collaborate to blend these two  
36 disciplines into a project with meaningful outcomes for students from both  
37 institutions. President Karas thanked Trustee Holston for visiting the  
38 technical college in Manizales during one of his recent trips to Colombia.
- 39 • An all employee holiday party was held for employees on December 12.  
40 All attendees (285 guests) were able to enjoy a great time and meal  
41 together.
- 42 • The Foundation recently held an all employee thank you lunch to  
43 recognize all the employees for all they have given to the Employee  
44 Giving Fund and to honor the recent recipients of the Foundation  
45 Innovation Grants.
- 46 • Student Art Week was held December 7-11, with art students being able to  
47 participate in a student art sale. In addition student and faculty concerts  
48 were held and the Culinary Arts Graduation was held on Tuesday,

1 December 15.

- 2 • The sixth class of registered nurses graduated on Thursday, December 17.

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4 **V. EXECUTIVE SESSION**

5 Chairperson Lund thanked everyone for attending and inquired whether or not  
6 there was any other discussion before the Board convened into an Executive Session. There  
7 being no further discussion, he announced the Board would enter into an Executive Session to  
8 discuss the evaluation of the President and it was determined that the demand of individual  
9 privacy clearly exceeded the merits of public disclosure and therefore she would close the  
10 meeting. The meeting was closed at 4:36 p.m. The meeting was reconvened at 5:15 p.m.

11 Following the reconvening of the meeting, Thomas Harding moved that the Board  
12 of Trustees amend the recently approved Presidential contract to include making the longevity  
13 payment for \$35,000 for FY15. Tom McElwain seconded the motion. With no further  
14 discussion, the motion carried unanimously with seven (7) “yes” votes.

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17 **VI. ADJOURNMENT**

18 With no further discussion, the meeting was adjourned at 5:19 p.m.  
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21 Shannon Lund, Chairperson of the Board

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23 \_\_\_\_\_  
24 Mark Holston, Secretary to the Board  
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