

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, January 26, 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, January 26, 2015, in the Board Room of Blake Hall/SCA 140/144.  
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10 **I. CALL TO ORDER AND ROLL CALL**

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

14 John Phelps Mark Holston  
15 Shannon Lund  
16

17 Trustee Tom McElwain attended via conference phone. Also present were President Jane  
18 Karas and Monica Settles, Clerk of the District. Trustee Tom Harding was absent with prior board  
19 approval. Trustee Nystuen noted the passing of long time Board member and student advocate,  
20 Ralene Sliter. Trustee Nystuen stated that until the position vacated by the death of Ralene Sliter is  
21 filled, the Board will consist of the current six members. The Board expects to appoint a new  
22 member on February 5.  
23

24 **II. CONSENT ITEMS - ACTION**

- 25 **A.** Approval of the minutes of the Board of Trustees meeting on December 22, 2014.  
26 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources  
27 Report as submitted.  
28 **C.** Next regular Board of Trustees meeting – February 23, 2015  
29

30 John Phelps moved that the Board of Trustees approve ITEMS A, B, & C Under Section II,  
31 Consent Agenda-Action. Tom McElwain seconded the motion. The motion carried  
32 unanimously with five (5) "yes" votes.  
33

34 **III. COMMENTS**

35 **A. Faculty and Staff**

36 Gregg Davis, Associate Professor, Economics, submitted a written report to the  
37 Board (Attachment I). The Board reviewed the written report and had no further questions.  
38

39 **B. Monthly Reports**

40 **1. Executive Staff Activities Report**

41 The Board of Trustees thanked the Executive Staff for their informative  
42 reports. Trustees noted all the hard work all faculty and staff do every day to continue to make  
43 FVCC an amazing place for students.  
44

45 **C. Commissioner of Higher Education Report-**

46 John Cech, Deputy Commissioner of Two-Year Education, submitted a written  
47 report to the Board (Attachment II) and it was reviewed with no questions. Sue Jones, Director  
48 of Two-Year Mission Integration presented the report to the Board during the Board meeting.  
49

1           **D.     Public Comment**

2           Emily Traina, parent of a child at the Early Childhood Center, presented the  
3 Board with a written and verbal statement of concerns she is experiencing with her child in the  
4 Early Childhood Center and the Director of the Center, Laurie Peiffer.  
5

6           **IV.    COLLEGE ISSUES**

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8           **A.     Student Success: Open Source Textbooks**

9           Conrad Rauscher, Assistant Professor of English, presented the Board  
10 with an overview of his recent efforts with open source textbooks. Conrad noted that open-  
11 source textbooks are books that can be used freely by students and faculty. Alterations to the  
12 information in an open source textbook can be done so long as it's not sold for profit due to the  
13 copyright laws for open-source books. There are currently a variety of open copyright textbooks  
14 available for this purpose. Conrad and staff compiled a basic English composition book for  
15 FVCC to use as an open-source textbook. The book was originally funded by an enrichment  
16 grant from the FVCC foundation. The book is specific to FVCC and contains examples of  
17 essays from local students in addition to rubric information that the English department currently  
18 uses. The average price of an introductory English composition textbook can run students  
19 approximately \$80. The price of the current open-source textbook that English classes are using  
20 cost the student, if purchased in the bookstore, approximately \$17.95. In one semester the open-  
21 source textbook for individuals in the English composition course has saved students \$20,220.00  
22 in text book costs. In addition to the printed version, students are able to use a PDF version for  
23 free if they choose. The PDF version can be downloaded on any device (laptop, kindle reader,  
24 ipad, etc.). With the success of the open-source textbook idea at FVCC, other faculty members  
25 are looking into additional subject matter open-source textbook use.  
26

27           **B.     Board Policy Chapter I, Doctrine, Section 90: Disability Provisions**  
28           **(Second Reading)**

29           The Board was presented with Board Policy, Chapter I, Doctrine, Section  
30 90: Disability Provisions (Second Reading). The Board is being asked to review and approve the  
31 second reading of the presented policy. President Karas indicated that no changes have been  
32 made since the first reading. Following review of the policy, John Phelps moved that the Board  
33 approve Board Policy, Chapter I, Doctrine, Section 90: Disability Provisions (Second Reading).  
34 Shannon Lund seconded the motion. With no further discussion, John Phelps called for the  
35 question. The motion carried unanimously with (5) five "yes" votes.  
36

37           **C.     Resolution 14-8: Trustee Resolution Calling for an Election By Mail**  
38           **Ballot**

39           Chairperson Nystuen presented Resolution No. 14-8, Trustee Resolution  
40 Calling for an Election by Mail Ballot and called for a motion before discussion. Mark Holston  
41 moved that he Board of Trustees adopt Resolution No. 14-5, Trustee Resolution Calling for an  
42 Election by Mail Ballot. Tom McElwain seconded the motion. Trustee Holston asked about the  
43 savings to the college by conducting a mail ballot. It was noted that conducting a mail ballot will  
44 provide savings to the college in elimination of fees associated with setting up and conducting  
45 polling sites, it will provide less confusion to voters who receive a mail ballot for their local  
46 elementary and high school districts and only have polls open for the college Trustee election  
47 and will also create a higher voter turn-out. During the 2014 election, absentee return was  
48 approximately 42% compared to voter turn-out at the polls at approximately only 2%. With no

1 further discussion, Mark Holston called for the question. The motion carried unanimously with  
2 (5) five “yes” votes.

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4 **D. Finance and Audit Committee Report**

5 The Finance and Audit Committee Report met prior to the Board meeting  
6 to discuss the proposed Resolution 14-9: General Obligation Refunding Bonds. Following review  
7 of the proposed resolution, the Finance and Audit Committee recommended approval of  
8 Resolution 14-9. In addition, the committee also reviewed the quarterly budget report and noted  
9 that all projected revenues and expenses are on track with projections.

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11 **E. Quarterly Budget Report**

12 The quarterly budget report ending December 31, 2014, was presented to  
13 the Board for review. President Karas noted that the college is currently half way through the  
14 fiscal year and currently has a contingency in the budget. It is expected that with projected  
15 revenues and expenses on track, the contingency will decrease over the last six months of the  
16 fiscal year. It was noted that there will also be no reversion of funds to the state for the fiscal  
17 year.

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19 **F. Resolution 14-9: General Obligation Refunding Bonds**

20 The Board was presented with Resolution 14-9, General Obligation  
21 Refunding Bonds. Following review of Resolution 14-9, Shannon Lund moved that the Board  
22 approve Resolution 14-9: Certificate as to resolution and adopting vote, resolution relating to  
23 \$9,995,000 general obligation refunding bonds, series 2015, consisting of \$4,997,550 series  
24 2015A bond and \$4,997,500 series 2015B bond; fixing the form and details, making covenants  
25 with respect thereto, authorizing the execution and delivery and levying taxes for the payment  
26 thereof, resolution approving tax compliance procedures relating to tax-exempt bonds. John  
27 Phelps seconded the motion. President Karas noted that the refinance of bonds will save the  
28 taxpayers approximately \$684,000. With no further discussion, Mark Holston called for the  
29 question. The motion carried with (4) four “yes” votes. Trustee Bob Nystuen abstained.

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31 **G. Trustees Events Calendar**

32 Trustees reviewed the Board of Trustees Events Calendar included in the  
33 agenda. President Karas noted that the next Board meeting is scheduled for February 23. The  
34 college will be closed Monday, February 16 for the upcoming President’s Day Holiday.  
35 President Karas did also note that the Foundation’s Festival of Flavors will kick off its eighth  
36 season by hosting a wine dinner (*Napa in Bloom*) featuring Silver Oak Cellars Chef Dominic  
37 Orsini and the students of The Culinary Institute of Montana on March 21. Proceeds from the  
38 *Napa in Bloom* dinner will support FVCC student scholarships.

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40 **H. President’s Update**

41 President Karas updated the Board on several items:

- 42 • President Karas shared a recent ad from the Daily InterLake (DIL). Peccia  
43 and Associates placed a half-page ad in the January 18<sup>th</sup> edition of the  
44 DIL. The ad recognized the land surveying program as an example of  
45 academic excellence in the Flathead Valley. The ad also noted that the  
46 company currently employs seven FVCC graduates and will continue to  
47 put FVCC alumni at the forefront of their future surveying employment.
- 48 • President Karas and others attended the Business Days at the Capital on  
49 January 5-7. This was an opportunity to talk to local and state legislators

1 about the current legislative session that was just beginning.

- 2 • The college will be presenting to the Legislature on January 29. The
- 3 college will have a student representative and community members
- 4 present to testify on the importance FVCC is to student and community
- 5 success.
- 6 • The Board of Regents held their meeting on January 6 in Helena.
- 7 • All Employee In-Service was held on January 16. Employees were
- 8 provided information on Behavioral Intervention.
- 9 • The college participated in a lockdown drill. The drill allowed us to
- 10 practice what to do if a lockdown is ever called. The college worked in
- 11 conjunction with the Kalispell Police Department on the drill. The drill
- 12 provided and opportunity to identify areas of improvement and for
- 13 participants to provide feedback and ask questions.
- 14 • Seventy-eight donors recently gave \$40,000 to the Ralene Sliter
- 15 Scholarship. This scholarship is a great way to honor former Trustee
- 16 Ralene Sliter for the amazing student advocate and beloved trustee she
- 17 was.
- 18 • The Board will hold a Special Board Meeting on Thursday, February 5, at
- 19 4:00 pm in the Board room to appoint a new Trustee to the fill the vacancy
- 20 due to the passing of Ralene Sliter.
- 21 • Nine Brazil students visiting FVCC through the US-Brazil Connect
- 22 program will be giving a presentation on their recent experiences on
- 23 Friday, January 30, at 12:00 pm (noon) in AT 139. The students have
- 24 been visiting FVCC for the past week. The US-Brazil Connect program is
- 25 a paid fellowship that aims to strengthen education and build economic
- 26 opportunities by connecting communities, engaging leaders and creating
- 27 transformative learning experiences linking the US and Brazil. Eleven
- 28 FVCC students who traveled to Brazil in 2014 under the program will also
- 29 be present during the event.

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31 **V. ADJOURNMENT**

32 With no further discussion, the meeting was adjourned at 4:40 p.m.

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35 Robert Nystuen, Chairperson of the Board

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38 John M. Phelps, Vice Chairperson of the Board