

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, June 24 2019, 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, June 24, 2019, 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 Peter Akey Kelly Stimpson Stephanie Wallace
15 Mark Holston Lyle Mitchell
16

17 Trustee Callie Langohr was absent with prior Board approval. Also present were President
18 Jane Karas and Monica Settles, Clerk of the District.
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20 **II. PUBLIC COMMENT-None**
21

22 **III. CONSENT ITEMS - ACTION**

- 23 **A.** Approval of the minutes of the Regular Board of Trustees' meeting on May 20, 2019
24 **B.** Full Time Faculty Bargaining Agreement
25 **C.** Adjunct Faculty Bargaining Agreement
26 **D.** Next regular Board of Trustees meeting – July 22, 2019
27

28 Kelly Stimpson moved that the Board of Trustees approve ITEMS A, B, C & D Under Section II,
29 Consent Agenda-Action. Stephanie Wallace seconded the motion. The motion carried
30 unanimously with six (6) "yes" votes.
31

32 **IV. COMMENTS**

33 **A. Monthly Reports**

34 **1. Executive Staff Activities Report**

35 The Board of Trustees thanked the Executive Staff for their informative
36 reports. Trustees noted all the hard work faculty and staff do every day to continue to make
37 FVCC an amazing place for students. Trustee Mark Holston did inquire about job resignation
38 and retirements. President Karas noted that employees retire or resign for a variety of different
39 reasons and noted that should any Trustee like to discuss the retirement or resignation of any
40 employee they are encouraged to talk to Human Resources or President Karas.
41

42 **V. COLLEGE ISSUES**

43 **A. Student Success: Nursing Program Update**

44 Myrna Ridenour, Director, Nursing, provided the Board with an update on the
45 Nursing Program. Myrna updated the Board on the current nursing programs (LPN and ASN),
46 curriculum changes, accreditation procedures, partnerships, and job opportunities available to
47 FVCC graduates upon completion. Currently the ASN program can accommodate twenty

1 students per year with ten students starting in the fall semester and ten students starting in the
2 spring semester. The LPN program accommodates eight students per year. This year, the
3 program received sixty-five applications to the ASN program and the program can only accept
4 twenty students. FVCC currently has approximately a 90% pass rate for first time test takers on
5 their National Licensing Exam (NCLEX). The license exam is slated to change in 2023 from a
6 multiple choice exam to a more case scenario exam. FVCC's program will be participating in a
7 national accreditation site survey in November 2019.

8 9 **B. Board Policy, Chapter VI, Human Resources (First Reading)**

10 The Board was presented with Board Policy, Chapter VI, Human Resources (First
11 Reading). Following review, minor suggested changes were recommended to be made prior to
12 the second reading. The recommended changes were to sections Section 10, Human Resources
13 Policies and Section 50, Personnel Files. Trustee Kelly Stimpson moved that the Board approve
14 the Board Policy, Chapter VI, Human Resources (First Reading), with the suggested changes.
15 Trustee Stephanie Wallace seconded the motion. With no further discussion, the motion carried
16 unanimously with six (6) "yes" votes.

17 18 **C. Finance and Audit Committee Update**

19 Trustee Peter Akey noted that the Finance and Audit Committee did meet prior to
20 the meeting and had an in-depth review of the FY20 budget. Following the thorough review of
21 the proposed budget, the Finance and Audit Committee recommends approval of the first reading
22 of the fiscal year 2020 proposed budget.

23 24 **1. Fiscal Year 2020 Proposed Budget (First Public Hearing)**

25 The budget plan for Fiscal Year 2020 (First Reading) was developed and
26 submitted to the Board for review and action. President Karas indicated that this is the first
27 public reading of the budget and it will again be brought before the Board at the July Trustees
28 meeting for a second reading. Beckie Christiaens, Vice President/Chief Financial Officer,
29 Finance and Administration, presented the Board with a review of the budget prior to the meeting
30 during a Budget Review Workshop. Trustee Peter Akey moved that the Board of Trustees
31 approve the Fiscal Year 2020 Proposed Budget (First Reading) of \$20,632,446, with a continuing
32 education budget of \$675,000, including \$645,000 for the Kalispell campus and \$30,000 for the
33 Lincoln County Campus in Libby. Trustee Kelly Stimpson seconded the motion. With no
34 further discussion, the motion carried unanimously with six (6) "yes" votes.

35 36 **2. MIS Safety Deposit Box Signatures**

37 Executive Director, MIS, Bill Bond; Warren Kiefer, Systems Analyst,
38 Infrastructure Support and Colleen Baars, Business Systems Analyst, are the current signatories
39 on the MIS Safe Deposit Box related to the college. It is now being recommended that the Board
40 approve the removal of Bill Bond and Colleen Baars as signatories, leave Warren Kiefer,
41 Systems Analyst, Infrastructure Support as an authorized signatory and authorize the addition of
42 Duane Anderson, Executive Director, MIS (as of July 1, 2019); Kent Rogers, IT Systems
43 Programmer and Kyle Thompson, Support Systems Analyst as new signatory authorities.
44 Trustee Peter Akey moved that the Board of Trustees approve the removal of Bill Bond and
45 Colleen Baars as signatories, leave Warren Kiefer, Systems Analyst, Infrastructure Support as an
46 authorized signatory and authorize the addition of Duane Anderson, Executive Director, MIS;
47 Kent Rogers, IT Systems Programmer and Kyle Thompson, Support Systems Analyst as new

1 signatory authorities of the MIS Safe Deposit Box as it relates to the college. Trustee Mark
2 Holston seconded the motion. With no further discussion, the motion carried unanimously with
3 six (6) “yes” votes.
4

5 **D. Board of Trustees Events Calendar**

6 President Karas reviewed the Trustees events calendar. The college will be closed
7 in observance of the Independence Day Holiday on July 4. The foundation will be hosting a
8 Festival event on Flathead Lake, Summer Fest, on July 11. The next regularly scheduled Board
9 meeting is Monday, July 22, where the second reading of the budget will be presented. The
10 Governor’s Cup Dinner will once again be held on the FVCC campus on August 1. An all
11 employee in-service will be held on Monday, August 26, prior to the start of Fall classes, with
12 Fall classes beginning on August 28.
13

14 **E. President’s Update**

15 President Karas updated the Board on several items:

- 16 • President Karas noted that the Board of Regents met May 22-23. During
17 the meeting, the recent tuition and fee rates the Board had approved in
18 April were accepted.
- 19 • Summer enrollment numbers are down slightly from the same time last
20 year. Final numbers will be available later in the summer.
- 21 • The college continues its ONE Campaign. To date, \$17.8 million has been
22 raised of the \$18 million needed. The college is continuing to raise the
23 additional funding needed, with hopes of closing the campaign by June 30.
24

25 **VI. ADJOURNMENT**

26 With no further discussion, the meeting was adjourned at 4:25 p.m.
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30 Shannon Lund, Chairperson of the Board
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32 _____
33 Kelly Stimpson, Secretary to the Board
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