

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, June 26 2017, 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 26, 2017, 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 Callie Langohr Mark Holston Tom McElwain  
16

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

19 **II. PUBLIC COMMENT-None**

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21 **III. CONSENT ITEMS - ACTION**

- 22 **A.** Approval of the minutes of the Regular Board of Trustees meeting on May 22, 2017  
23 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources  
24 Report as submitted.  
25 **C.** Next regular Board of Trustees meeting – July 24, 2017  
26

27 Thomas McElwain moved that the Board of Trustees approve ITEMS A, B, & C Under Section  
28 II, Consent Agenda-Action. Kelly Stimpson seconded the motion. The motion carried  
29 unanimously with seven (7) "yes" votes.  
30

31 **IV. COMMENTS**

32 **A. Faculty**

33 The Board was presented with a written report from faculty for review.  
34 **Amy Chisolm** will be team-teaching a camp at Whitefish Theatre Company in July with Jesse  
35 Divine for kids going into grades 7-11 called *Singing Audition Workshop*. As described in the  
36 promo materials, it is "A team-taught, performance-oriented course for the serious musical  
37 theatre artist. Class will focus on how to give your best professional singing audition from start to  
38 finish." She will also be participating in Glacier Symphony's annual Festival Amadeus in August  
39 by singing a small role in the concert version of *The Magic Flute* that will be the culminating  
40 event of this year's festival. **Karen Kolar** is going to Gardena, CA for training on the new 3D  
41 wax printer. **Phil MacGregor** attended an InteropITX conference in Las Vegas. He attended  
42 sessions on IT security, infrastructure, cloud, data and analytics, and leadership. He also  
43 obtained ITX full stack certification. **Rich Haptonstall** attended SITI Companies:  
44 Transformation through Training Seminar in Saratoga Springs, NY. The four-day event featured  
45 master classes in Suzuki training, numerous panel discussions, and a performance or SCOT  
46 company's famous production of Trojan Women directed by Tadashi Suzuki. Rich participated  
47 in the "Legacy" panel which focused on the future and teaching of Suzuki.

1  
2 **B. Monthly Reports**

3 **1. Executive Staff Activities Report**

4 The Board of Trustees thanked the Executive Staff for their informative  
5 reports. Trustees noted all the hard work faculty and staff do every day to continue to make  
6 FVCC an amazing place for students.  
7

8 **C. Commissioner of Higher Education Report**

9 Erik Rose, Compliance and Workforce Data Analyst, from the Commissioner of  
10 Higher Education’s Office presented the Board with an update on recent workforce development  
11 efforts in the state. The state has been working on workforce development to help address the  
12 looming workforce shortage. It was noted that 24% of the employed workforce is expected to  
13 retire within the next ten years, which is going to create a workforce shortage as there are not  
14 enough students and workers to replace the expected 120,000 retirements in the next ten years.  
15 Some of the workforce development efforts to help bridge this gap include a \$1.3 million U.S.  
16 Department of Labor Apprenticeship Expansion Grant. This grant will help continue to develop  
17 20 new projects blending college learning with apprenticeships, provide opportunities for  
18 apprentices and National Guard service members to earn college credit for prior learning  
19 experiences, expand apprenticeship programs and management. In addition, work continues on  
20 the HealthCARE Montana grant that is focused on expanding rural healthcare access. Under the  
21 HealthCARE Montana grant, apprenticeships in 14 health occupations have been created and 84  
22 people have been placed into these new apprenticeships.  
23

24 **V. COLLEGE ISSUES**

25 **A. Student Success: Teacher Camp/Teacher Welding Camp**

26 Darlene Schottle, Interim Vice President of Instruction and Student Services and  
27 Pete Wade, Director, Career and Technical Education, presented the Board with an update on the  
28 recent Teacher Camp and Teacher Welding Camp. Teacher camp was offered again this  
29 summer, the compressed two-week schedule allows teacher to mix and match classes to earn one  
30 to four college credits in just two-weeks. Four college credits for participants satisfies all sixty  
31 required Office of Public Instruction renewal requirements for teachers. This year’s camp saw  
32 fifty participants who participated in ten different classes. In addition, twenty-three high school  
33 welding teachers participated in the Welding Teachers Camp. During this week long camp,  
34 welding teachers were able to complete their training requirements by participating in a one-week  
35 class (M-F, 8:00-5:00). The course will equip teachers with the skills needed to teach Running  
36 Start welding classes.  
37

38 **B. Firearms Finishing Certificate Program**

39 On May 30, 2017, the Curriculum Committee voted to approve a new certificate  
40 program in Firearms Finishing. The Board is being presented with the recommended program  
41 for review and approval. Following review of the recommended new program, Trustee Kelly  
42 Stimpson moved that the Board approve the Firearms Finishing Certificate Program. Trustee  
43 Stephanie Wallace seconded the motion. With no further discussion, Trustee Tom McElwain  
44 called for the question, the motion carried unanimously with seven (7) “yes” votes.  
45

46 **C. Inter-local Agreement-Tennis Facility**

1 The Board is being presented with Interlocal Agreement, Tennis Facility for  
2 review and approval. The agreement is for use of the campus tennis facility. The governing  
3 bodies of Flathead Valley Community College, Kalispell School District #5, City of Kalispell  
4 and the Flathead Tennis association must sign the Interlocal Agreement based upon MCA 7-11-  
5 104. Following review of the Interlocal Agreement, Trustee Mark Holston moved that the Board  
6 approve the execution of the agreement as presented. Trustee Tom McElwain seconded the  
7 motion. With no further discussion, the motion carried unanimously with seven (7) “yes” votes.  
8

9 **D. Finance and Audit Committee Update**

10 Trustee Peter Akey, noted that the Finance and Audit Committee did not meet  
11 prior to the meeting but that the Board did an in depth review of the budget during the Board  
12 Retreat prior to the meeting. The Board discussed at length the 2018 proposed budget.  
13

14 **E. Fiscal Year 2018 Proposed Budget (First Public Hearing)**

15 The budget plan for Fiscal Year 2018 (First Reading) was developed and  
16 submitted to the Board for review and action. President Karas indicated that this is the first  
17 public reading of the budget and it will again be brought before the Board at the July Trustees  
18 meeting for a second reading. Following lengthy review of the budget during a Board Retreat  
19 held prior to the Board meeting, Trustee Peter Akey moved that the Board of Trustees approve  
20 the Fiscal Year 2018 Proposed Budget of \$19,984,393, with a continuing education budget of  
21 \$675,000, including \$645,000 for the Kalispell campus and \$30,000 for the Lincoln County  
22 Campus in Libby. Trustee Mark Holston seconded the motion. With no further discussion, the  
23 motion carried unanimously with seven (7) “yes” votes.  
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25 **F. Board of Trustees Events Calendar**

26 President Karas reviewed the Trustees events calendar and noted that she recently  
27 finished her annual Community Conversations. The college will be closed in observance of the  
28 Independence Day Holiday on July 4. The foundation will be hosting a Festival event on  
29 Flathead Lake, Summer Fest, on July 13. The next regularly scheduled Board meeting is  
30 Monday, July 24. The Governor’s Cup Dinner will once again be held on the FVCC campus on  
31 July 27. An all employee in-service will be held on Monday, August 23, prior to the start of fall  
32 classes. Students will move into student housing on August 25, with Fall classes beginning on  
33 August 28.  
34

35 **G. President’s Update**

36 President Karas updated the Board on several items:

- 37 • President Karas reported that student housing continues to be on schedule  
38 for a move-in day of August 25. All units’ vinyl tile flooring will be  
39 finished this week, landscaping will start July 5 and be completed by  
40 August 5. Furniture delivery and installation is scheduled for the week of  
41 July 24 and all low voltage cabling is to be completed this week.
- 42 • President Karas reported that she has completed her annual Community  
43 Conversations.
- 44 • Big Night was held on June 9. The event helped raise an estimated  
45 \$20,000 in scholarship funds for students to be able to attend the Venice  
46 Study Abroad Program along with other study abroad programs the college  
47 offers.

- The Legislative Audit Committee will meet on June 27. President Karas and Kirk Zander, Vice President of Administration and Finance, will be in attendance for the meeting in Helena.

**VI. ADJOURNMENT**

With no further discussion, the meeting was adjourned at 4:15 p.m.  
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Shannon Lund, Chairperson of the Board

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Mark Holston, Secretary to the Board