

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, May 18, 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, May 18, 2015, in the Board Room of Blake Hall/SCA 140/144.
9

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 Thomas Harding Mark Holston Tom McElwain
15 Shannon Lund Callie Langohr John Phelps
16

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

19 **A. Oath of Office**

20 The Clerk of the District administered the "Oath of Office" to Callie Langohr and
21 requested her signature on the "Certificate of Election" form.
22

23 **II. CONSENT ITEMS - ACTION**

24 **A.** Approval of the minutes of the Board of Trustees meeting on April 27, 2015,
25 and the Special Board Meeting on May 4, 2015.

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 – June 22, 2015
29

30 Tom McElwain moved that the Board of Trustees approve ITEMS A, B, & C Under Section II,
31 Consent Agenda-Action. Thomas Harding seconded the motion. The motion carried
32 unanimously with seven (7) "yes" votes.
33

34 **III. COMMENTS**

35 **A. Students**

36 The Board reviewed the submitted written report and had no questions.
37

38 **B. Faculty and Staff**

39 The Board reviewed the written report and had no further questions.
40

41 **C. Monthly Reports**

42 **1. Executive Staff Activities Report**

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

47 **D. Commissioner of Higher Education Report-**

48 John Cech, Deputy Commissioner of Two-Year Education, provided the Board
49 with an update. Deputy Commissioner Cech commended President Karas and FVCC on a

1 wonderful commencement ceremony that he was able to attend. Deputy Commissioner Cech
2 updated the Board on the workforce shortage gap that the state of Montana is facing and what is
3 being done to help eliminate that gap. The workforce shortage gap consists of soon to be
4 projected retirees in the state of 134,000 individuals with approximately only 113,000
5 individuals that will be able to fill in those jobs, leaving a gap of 24,000 jobs that will be
6 unfilled. The Commissioner's Office continues to work in partnership with the Department of
7 Labor and Industry, colleges and universities throughout the state and with Business and Industry
8 to create programs and opportunities, such as competency based education and apprenticeship
9 programs to help fill the gap facing Montana's workforce.

10
11 **E. Public Comment**

12 None

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14 **IV. COLLEGE ISSUES**

15
16 **A. Student Success: Service Learning and AmeriCorps**

17 Wendy Jeschke, Coordinator, Service Learning, presented the Board with an
18 update on Service Learning and AmeriCorps. It was noted that Service Learning provides an
19 educational opportunity matching students with local community service projects. Students are
20 required to participate in 15 hours of service in order to receive credit for their service. Some of
21 the service that was completed included the 9/11 National Day of Service, Make A Difference
22 Day, Senior Institute, Seussville University, Trash Tuesdays and Service Saturday. During the
23 past year, 214 students participated in Service Learning projects for a total of 3,432.25 hours.
24 All Service Learning projects included 357 students for a total of 4,168 hours. Wendy noted that
25 15% of FVCC's students participated in Service Learning the past year. In addition to Service
26 Learning some students participated in AmeriCorps. This year was an extension of the
27 2013/2014 Compact Service Corps grant. Students enrolled in this particular AmeriCorps
28 program include students pursuing studies in Nursing, Para Medicine, Radiology Technician,
29 Surgical Technician and Physical Therapy Assistant programs. An additional 29 students for a
30 total of 103 students participated this year. The number of hours served currently for these
31 students is 52,050. FVCC students will receive a combined total of approximately \$162,000 in
32 educational awards through the AmeriCorps program.

33
34 **B. Job Fair Update**

35 Karen Darrow, Coordinator, Career Development presented the Board with an
36 update on the recent job fair that was held on the FVCC campus. It was noted that the job fair
37 had 84 employers who participated in the event. The event was a success with 479 job seekers
38 attending the fair with 127 of those being students. According to a survey that employers
39 completed following the fair, 90% had plans to hire job seekers who attended the fair. Some of
40 the recommendations and feedback that were received from job seekers and employers alike was
41 the need for more space.

42
43 **C. Board Meeting Schedule for Fiscal Year 2016**

44 There were no questions asked or any discussion by Trustees following review of
45 the Fiscal Year 2016 Schedule of Board of Trustees Meetings. John Phelps moved that the
46 Board approve the Fiscal Year 2016 Schedule of Board of Trustee Meetings as presented. Tom
47 Harding seconded the motion. The motion carried unanimously with seven (7) "yes" votes.

48
49 **D. Trustees Events Calendar**

1 Trustees reviewed the Board of Trustees Events Calendar included in the agenda.
2 President Karas noted that the next Board meeting is scheduled for June 22. The Board of
3 Regents will be holding their May meeting on campus May 21-22.

4 5 **E. President's Update**

6 President Karas updated the Board on several items:

- 7 • President Karas thanked Marlene Stoltz, for organizing another wonderful
8 and successful graduation ceremony. Commencement speaker and FVCC
9 alumnus, Andrew Crawford, did a great job. Andrew currently is a
10 Google[x] Systems Engineer. This was the 47th class to graduate and 404
11 FVCC students were recognized. FVCC awarded 388 associate degrees
12 and 69 certificates to graduates for a total of 457 degrees and certificates
13 for the 2014-2015 academic year.
- 14 • The student housing feasibility study should be ready for review in June.
- 15 • The Nursing Pinning Ceremony was held on Friday, May 15, and was a
16 great success. This was the eighth class of practical nursing graduates and
17 20 students received their practical nursing pins.
- 18 • The President's Dinner was held on Thursday, May 14. During the
19 dinner, the Foundation was able to award three transformation
20 scholarships to three very deserving students. President Karas also
21 thanked Colleen Unterreiner and her entire staff for all the work they did
22 to make the dinner a success.
- 23 • The annual Scholars Conference was held on Friday, May 1, with many
24 students presenting their research and posters. President Karas thanked all
25 of those who volunteered to help judge or work the event.
- 26 • PTK held its Spring Induction Ceremony on April 29. In addition, several
27 PTK students were able to attend the PTK convention in San Antonio
28 where they were able to listen to Keynote Speaker, John Legend.
- 29 • The mid-cycle accreditation visit was held in April. No report has been
30 received yet but the report will be shared once it has been released.
- 31 • A student leadership luncheon was held on Friday, May 15, for student
32 leaders. President Karas thanked Genia Allen-Schmid and Wendy Jeschke
33 for all their work in putting together a great program and luncheon for
34 emerging student leaders. The students were able to hear a great message
35 from alumnus Jessie Mahugh.

36 37 **V. REORGANIZATION OF BOARD OF TRUSTEES**

38
39 **A.** Chairperson Nystuen called for the reorganization of the board of Trustees and
40 opened the meeting to nominations for Chairperson of the Board. Tom McElwain moved that
41 the Board of Trustees elect Robert Nystuen as Chairperson of the Board. John Phelps seconded
42 the motion. With no other nominations, the motion to elect Robert Nystuen as Chairperson of the
43 Board of Trustees carried with six (6) "yes" votes. Trustee Robert Nystuen abstained.

44 Chairperson Nystuen called for nominations for the position of Vice-Chairperson
45 of the Board of Trustees. Mark Holston moved that the Board of Trustees elect John Phelps as
46 Vice-Chairperson of the Board. Thomas Harding seconded the motion. With no other
47 nominations, the motion to elect John Phelps for the position of Vice-Chairperson of the Board
48 carried with six (6) "yes" votes. Trustee John Phelps abstained.

1 Chairperson Nystuen called for nominations for the position of Secretary to the
2 Board. Tom McElwain moved that the Board of Trustees elect Shannon Lund for another term
3 as Secretary to the Board. Thomas Harding seconded the motion. With no other nominations,
4 the motion to elect Shannon Lund as Secretary to the Board of Trustees carried with six (6) “yes”
5 votes. Trustee Shannon Lund abstained.

6
7 **B. Appoint a Clerk of the District**

8 Thomas Harding moved that the Board of Trustees reappoint Monica Settles as
9 Clerk of the District. John Phelps seconded the motion. With no other appointees, the motion
10 carried unanimously with seven (7) “yes” votes.

11
12 **C Appointment of Members to Board Committees**

13 Chairperson Nystuen indicated the board has several committees to include the
14 Personnel Committee, the Outreach Committee, the Finance and Audit Committee, and the
15 Facilities Overview Committee. Following discussion, the Board Committees are as follows:

16
17 **PERSONNEL COMMITTEE**

18
19 **Mark Holston**
20 **Callie Langohr**
21 **John Phelps**

17 **OUTREACH COMMITTEE**

18 **(Ad Hoc)**
19 **Tom McElwain**
20 **Bob Nystuen**
21 **Mark Holston**

22
23 **FINANCE AND AUDIT COMMITTEE**

24
25 **Shannon Lund**
26 **Bob Nystuen**
27 **Tom Harding**

23 **FOUNDATION LIAISON**

24 **Shannon Lund**

28
29 **FACILITY OVERVIEW COMMITTEE**

30
31 **Callie Langohr**
32 **Tom McElwain**
33 **John M. Phelps**

34
35 **VI. ADJOURNMENT**

36 With no further discussion, the meeting was adjourned at 4:25 p.m.
37 ms

38
39 _____
40 Robert Nystuen, Chairperson of the Board

41
42 _____
43 Shannon Lund, Secretary of the Board