

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, May 23 2016, 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 23, 2016, 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 Thomas Harding	Kelly Stimpson	Jeremy Presta
15 Callie Langohr	Mark Holston	Tom McElwain

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 Shannon Lund, Mark
21 Holston, Jeremy Presta and Kelly Stimpson and requested their signatures on the "Certificate of
22 Election" form.
23

24 **II. PUBLIC COMMENT**

25 Retired General Tip Clark presented the Board with two checks for scholarships on behalf of
26 himself and the Vietnam Veterans of America Local Chapter organization. General Clark thanked
27 the Board and President Karas for all their support they provide student veterans.
28

29 **III. CONSENT ITEMS - ACTION**

- 30 **A.** Approval of the minutes of the Board of Trustees meeting on April 25, 2016.
31 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources
32 Report as submitted.
33 **C.** Next regular Board of Trustees meeting – June 27, 2016
34

35 Thomas McElwain moved that the Board of Trustees approve ITEMS A, B, & C Under Section
36 II, Consent Agenda-Action. Kelly Stimpson seconded the motion. The motion carried
37 unanimously with seven (7) "yes" votes.
38

39 **IV. COMMENTS**

40 **A. Students**

41 **1. Student Activities Report**

42 A written report was submitted for review by the Board.

- 43 • **AICE (Disabilities Support Group):** About 115 high school students from the area
44 (sophomores, juniors, and seniors) with disabilities attended the all-day fair on Monday,
45 May 9. Parents were also invited. The topics covered during the workshop breakout
46 sessions included: Living on Your Own; Finding, Getting and Keeping a Job; and What
47 do I need to know to go to college? AICE helped with the workshop presentations and
48 the Exhibitor table. It was a great success!
- 49 • **Campus Rec & Intramurals:** Campus Rec and Intramurals wraps the year up with its

1 annual student vs faculty/staff softball game, this will be the 5th year of the Softball
2 Smash and is enjoyed by staff, faculty, student and their families. Activities that were
3 programed for this month included yard game activities, basketball, volleyball, and flag
4 football. There has been a total participation in the Campus Rec and Intramurals
5 Program of 390 participants, which is the most there has been to date. Our students have
6 also donated 335 pounds of food to Flathead Food Bank throughout the year through the
7 monthly cosmic bowling nights.

- 8 • **Phi Theta Kappa:** This past month Phi Theta Kappa partnered with Student Government
9 and held their spring elections on May 4th. They successfully filled six officer positions
10 and installed them on May 11th. In an effort to reach Five Start Level again this year,
11 they have already started planning their College Project and Honors in Action Project.
- 12 • **Tobacco Free Task Force:** The Tobacco Free Task Force hosted a table at the spring
13 elections/BBQ on May 4th. They distributed 17 quit kits and recruited students for next
14 year's task force.
- 15 • **Student Government:** Student Government held their spring elections on May 4th. Over
16 150 students showed up to vote and enjoy a free hamburger and field games. For the end
17 of the year event, Student Government hosted an outdoor movie: Star Wars Under the
18 Stars. The event took place on the lawn next to the AT building and students brought
19 blankets and chairs. Free popcorn was provided. It was a great atmosphere with over a
20 100 people in attendance.
- 21 • **Student Engagement:** In addition to assisting with the coordination of activities
22 sponsored by campus clubs, the Student Engagement Office hosted a Student Leadership
23 Workshop: Leaving a Legacy and more... Students from 7 different clubs were in
24 attendance. It was a great learning experience for all. Walk the Walk: A Campus
25 Crusade for Consent was coordinated by the Student Engagement Office with assistance
26 from Carlyn Hale, FVCC Counselor. We had 37 participants in the one mile walk and
27 numerous students and staff stopped by the information tables setup by the flagpoles. A
28 donation of \$105 was made to the Abbie Shelter.
- 29 • **Service Learning:** The Service Learning Office hosted two Service Saturday projects
30 this past month. These Saturday projects included the BioBlitz and a tree planting event
31 with the Rivers to Lakes (R2L) program. Service Saturday attendance has increased to
32 67 students compared to 36 students at this time last year. During the spring semester, 18
33 students volunteered at the Community Kitchen on the last Friday of each month.
34 Service Learning concluded the year with 245 students volunteering at numerous
35 Community Partners.

36 37 **B. Faculty and Staff**

38 **1. Faculty Activities Report**

39 The faculty presented the Board with a written report for review.

40 **Dr. Robert Bauer**, Associate Professor of History, sponsored planetary astronomer Dr. David
41 Mitchell of Cal-Poly-San Luis Obispo, to give a pair of guest lecturers for the FVCC STEM
42 lecture series. Over 70 people attended the talks.

43 **Christine Degenhardt**, Assistant Professor of the Medical Assistant Program, has been working
44 with Kalispell Regional Healthcare to establish Medical Assistant Course Scholarships.

45 **Richard Haptonstall**, Associate Professor of Theatre, was one of only 60 applicants accepted to
46 an intensive four week program for pre-professional and professional artists in theatre to be held
47 this summer in New York. The workshop consists of training in Viewpoints and the Suzuki
48 Method of actor training.

1 **Constance (Connie) Hitchcock**, Assistant Professor of Business, reports that over 275 “senior”
2 students participated in 17 classes from February 19th through March 25th in the Senior Institute
3 at FVCC. Connie serves as the coordinator for the Senior Institute. Fourteen faculty and staff
4 served as instructors and another seven made presentations during the organized lunch programs.
5 Several others from the community taught classes and embraced the partnership between their
6 organizations and the college. Internal support came from a wide variety of folks – Admissions,
7 Registration, Business Office, Eagle’s Nest, Continuing Education, and Service Learning all
8 provided help before and during the event. Also, on April 14th, Connie served as the guest
9 speaker for the spring induction ceremony for Phi Theta Kappa.

10 Congratulations are in order for Phil MacGregor. Phil, Professor of Computer Applications and
11 Accounting, is now **Dr. Phil MacGregor**. On May 14th, Phil graduated with his Ed.D in
12 Educational Leadership from the University of Montana. This is the result of five years of hard
13 work while maintaining his class responsibilities here at FVCC.

14 **Conrad Rauscher**, Assistant Professor of English, reported that the second edition of the writing
15 department’s open source textbook is about to be published.

16 **Nicole Sanford**, Instructor of Music, reports the ongoing student concerts are gaining in
17 popularity.

18 **Laura VanDeKop**, Associate Professor of Math, attended the 2nd annual Math SuMMit
19 (Symposium on Montana Mathematics Teaching) at Fairmont Hot Springs Resort May 6-7.
20 Laura led a discussion group among 2-year and tribal colleges across the state, as well as
21 presented information on FVCC’s new Math course, M094, and the new math placement policy.

22 23 **C. Monthly Reports**

24 **1. Executive Staff Activities Report**

25 The Board of Trustees thanked the Executive Staff for their informative
26 reports. Trustees noted all the hard work faculty and staff do every day to continue to make
27 FVCC an amazing place for students. Trustee Thomas Harding thanked everyone for the very
28 informative reports and noted that the Trustees do appreciate the work it takes to put the reports
29 together.

30 31 **D. Commissioner of Higher Education Report-None**

32 33 **V. COLLEGE ISSUES**

34 **A. Student Success: Changes to Student Placement Testing**

35 Dr. Brad Eldredge, Vice President of Academic Affairs (Instruction and Student
36 Services), presented the Board with an update on upcoming improvements to the current student
37 placement testing processes. The most recent process was to place students in entry level
38 courses or developmental courses based on the COMPASS test. Students would come in and
39 take the COMPASS test and based on their scores be placed in the corresponding level classes.
40 Some of the disadvantages to the COMPASS test are the fact that it is a multiple choice test.
41 When it came to the writing portion of the test, students were not actually submitting any writing
42 samples they were just editing a given text. The new process will base placement in writing
43 courses for incoming high school graduates on their ACT writing assessment. In Montana all
44 high school juniors take the ACT, so all incoming high school graduates will have taken this test
45 and should work well for writing placement. For non-traditional students or students who have
46 not come directly out of the high school system we will now be basing placement on written
47 response to a writing prompt. The English faculty has spent a large amount of time creating
48 several writing prompts and a rubric in which to score the written responses. In addition to
49 writing students will also need to be placed in the correct math classes. In the past, the

1 COMPASS test did a decent job of providing correct placement for math courses. Research has
2 shown however that there are other predictors that can predict how students will perform in math
3 classes. With the new process for math placement, incoming high school graduates will be
4 placed based on their high school GPA, Algebra II grade and their ACT scores. Non-traditional
5 students will be placed based on scores from a new online testing process known as “My Math
6 Test.” The hope with the new placement testing processes is to help students be more successful
7 in their own educational path and help students complete their degree faster and in a more
8 efficient way.

9
10 **B. Logger Sports Update**

11 2015-2016 was the 45th season for the FVCC Logger Sports team at FVCC.
12 Coach Annie Beall and students were in attendance to present a summary on activities during the
13 season. Coach Beall and students thanked the Board and Administration for their continued
14 support of the Logger Sports Program. Logger Sports test the competency of participants in a
15 variety of events, such as, ax throw, burling, climbing and cross cut saws. During the year there
16 were a total of 18 team members. The team competed in three competitions throughout the year.
17 The first event was the 77th Annual Association of Western Forestry Clubs Conclave in which
18 FVCC took fourth place overall. The second competition was the Lumberjack Classic, with
19 FVCC placing first. The third event was the University of Montana’s Pro-Am Competition in
20 which FVCC took second place overall. Logger Sports participates in many hours of community
21 service outside of their schooling and competing. The team also participated in the recent
22 Family Forestry Expo by providing its annual show and offering various educational stations as
23 part of its commitment to community service.

24
25 **C. Resolution 16-6, FVCC Brewery Academy**

26 The Board was presented with Resolution 16-6, FVCC Brewery Academy. The
27 college must submit with its license application to operate the FVCC Brewery Academy a
28 resolution that addresses the current list of Trustees, statement they met and agreed upon
29 operating a brewery, specific address at which the brewery will be located, identification of
30 individuals who will have signing authority for the brewery, and the “business name” of the
31 brewery. After review of Resolution 16-6, Thomas Harding moved that the Board approve
32 Resolution 16-6 Flathead Valley Community College Brewery Academy. Jeremy Presta
33 seconded the motion. With no further discussion, the motion carried unanimously with seven (7)
34 "yes" votes.

35
36 **D. Approval/Authorization to Change Signatory Authority**

37 Former Vice President of Finance and Administration, Chuck Jensen, is the
38 signatory on financial documents (check software) related to the college. It is now being
39 recommended the Board approve and authorize Kirk Zander, the new Vice President of Finance
40 and Administration, be named the new signatory authority. Jeremy Presta moved that the Board
41 approve and authorize Kirk Zander, Vice President of Finance and Administration as the
42 signatory on FVCC’s check writing software. Thomas Harding seconded the motion. With no
43 further discussion, the motion carried unanimously with seven (7) “yes” votes.

44
45 **E. Board Policy, Chapter XII, Facilities, Section 70, No Camping, First Reading**

46 The Board was presented with Board Policy, Chapter XII, Facilities, Section 70,
47 No Camping, first reading. President Karas noted that the proposed new policy was reviewed by
48 College Council as well as legal counsel. Following review of the presented policy, Kelly
49 Stimpson moved that the Board approve Board Policy, Chapter XII, Facilities, Section 70, No

1 Camping (First Reading). Callie Langohr seconded the motion. With no further discussion, the
2 motion carried unanimously with seven (7) “yes” votes.
3

4 **F. Emergency Dispatcher Certificate Moratorium**

5 At its April 8, 2016, the Curriculum Committee voted to place the Emergency
6 Dispatcher Certificate into Moratorium. It was noted that the program has been suggested for
7 moratorium based on no enrollment in the program and recent changes to the local industry.
8 Thomas Harding moved that the Board approve the recommendation of placing the Emergency
9 Dispatch Certificate program into moratorium. Kelly Stimpson seconded the motion. With no
10 further discussion, the motion carried unanimously with seven (7) “yes” votes.
11

12 **G. Board Meeting Schedule for Fiscal Year 2017**

13 The Board was presented with the Board meeting schedule for Fiscal Year 2017.
14 President Karas noted that should any dates need to be changed in the future adjustments can be
15 made and noticed as required. Jeremy Presta moved that the Board approve the Board meeting
16 schedule for Fiscal Year 2017 as presented. Tom McElwain seconded the motion. With no
17 further discussion, the motion carried unanimously with seven (7), “yes” votes.
18

19 **H. Board of Trustees Events Calendar**

20 President Karas reviewed the Trustees events calendar and noted that
21 Commencement was held on May 20 and thanked all those who were able to attend. This year’s
22 Community Conversations begin Tuesday, May 24 and will continue into June. The next Board
23 meeting will be held on June 27.
24

25 **I. President’s Update**

26 President Karas updated the Board on several items:

- 27 • President Karas reported that student housing continues to move forward.
28 CTA is finalizing design and costing with hopes of having the design and
29 construction bid documents out in mid July with a return date of mid
30 August.
- 31 • The Annual Scholars Conference was held on Friday, May 6. President
32 Karas thanked all of those who volunteered to help judge the event.
- 33 • The Adjunct Appreciation Dinner was held on May 11 with a nice dinner
34 and program to thank our adjunct faculty for their service to the college.
- 35 • The President Dinner was held on May 17. The event was to thank all of
36 our donors who graciously give to help our students. This year the
37 Foundation was able to award 800 scholarships worth \$804,000.
- 38 • The Board of Regents held their May meeting in Havre, at MSU Northern
39 May 19-20. FVCC’s tuition and fee schedule for the upcoming fiscal year
40 was reviewed and will move forward.
- 41 • Commencement was held on Friday, May 20. President Karas thanked the
42 Board for attending the event. The event was marked by graduating the
43 48th class at FVCC and a great address by Commencement speaker Mick
44 Blodnick, President/CEO of Glacier BanCorp, Inc.
45

46 **VI. REORGANIZATION OF BOARD OF TRUSTEES**

47 **A. Appoint Board Members to Positions of Board Chair, Board Vice-Chair and** 48 **Secretary to the Board**

1 Chairperson Lund called for the reorganization of the Board of Trustees and opened
2 the meeting to nominations for Chairperson of the Board. Callie Langohr moved that the Board
3 of Trustees appoint Shannon Lund as Chairperson of the Board. Jeremy Presta seconded the
4 motion. With no other nominations, the motion to appoint Shannon Lund as Chairperson of the
5 Board of Trustees carried with six (6) “yes” votes. Trustee Shannon Lund abstained.

6 Chairperson Lund called for nominations for the position of Vice-Chairperson of the
7 Board of Trustees. Tom McElwain moved that the Board of Trustees appoint Callie Langohr as
8 Vice-Chairperson of the Board. Kelly Stimpson seconded the motion. With no other
9 nominations, the motion to appoint Callie Langohr for the position of Vice-Chairperson of the
10 Board carried with six (6) “yes” votes. Trustee Callie Langohr abstained.

11 Chairperson Lund called for nominations for the position of Secretary to the Board.
12 Thomas Harding moved that the Board of Trustees appoint Mark Holston for another term as
13 Secretary to the Board. Jeremy Presta seconded the motion. With no other nominations, the
14 motion to appoint Mark Holston as Secretary to the Board of Trustees carried with six (6) “yes”
15 votes. Trustee Mark Holston abstained.

16
17 **B. Appoint a Clerk of the District**

18 Tom McElwain moved that the Board of Trustees reappoint Monica Settles as Clerk
19 of the District. Thomas Harding seconded the motion. With no other appointees, the motion
20 carried unanimously with seven (7) “yes” votes.

21
22 **VII. ADJOURNMENT**

23 With no further discussion, the meeting was adjourned at 4:27 p.m.

24 ms

25
26 _____
27 Shannon Lund, Chairperson of the Board

28
29 _____
30 Mark Holston, Secretary to the Board
31