

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, November 26, 2018 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, November 26, 2018, in the Board Room of Blake Hall/SCA 140/144.
9

10 **I. CALL TO ORDER AND ROLL CALL**

11 Vice Chairperson Callie Langohr called the meeting to order at 3:45 p.m. The following
12 Board members were in attendance:

13
14 Stephanie Wallace Mark Holston
15 Peter Akey
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District. Trustees
18 Shannon Lund, Kelly Stimpson and Lyle Mitchell were absent with prior Board approval.

19 President Karas introduced Brock Tessman, Deputy Commissioner, Academic and Student
20 Affairs, from the Office of the Commissioner of Higher Education. Dr. Tessman was visiting the
21 campus to learn about FVCC as he begins his new role at the Commissioner's Office. President
22 Karas thanked Dr. Tessman for taking the time to travel to FVCC and to meet with the
23 Administration, staff and faculty.
24

25 **II. PUBLIC COMMENT-None**

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27 **III. CONSENT ITEMS - ACTION**

28 A. Approval of the minutes of the Regular Board of Trustees meeting on October 22,
29 2018.

30 B. Next regular Board of Trustees meeting – December 17, 2018
31

32 Trustee Peter Akey moved that the Board of Trustees approve ITEMS A, & B Under Section III,
33 Consent Agenda-Action. Trustee Mark Holston seconded the motion. The motion carried
34 unanimously with four (4) "yes" votes.
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36 **IV. COMMENTS**

37 **A. Students**

38 Peter Ziehli, Student Government Sophomore Senator, presented the Board with
39 the students' activities report, please see Attachment I.
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41 **B. Faculty**

42 Associate Professor/Program Director, Agriculture, Dr. Heather Estrada,
43 presented the Board with a report from Faculty, please see Attachment II.
44

45 **C. Monthly Reports**

46 **1. Executive Staff Activities Report**

47 The Board of Trustees reviewed the Executive Activities Reports

1 provided to the Board.

2 **V. COLLEGE ISSUES**

3 4 **A. Student Success: Theatre Program**

5 Joe Legate, Professor, Speech/Theatre Arts, and student, presented the Board with
6 an update on the theatre program. The Theatre has already presented two productions this
7 semester, *Someday, I'd Write This Down* and *A Midsummer Night's Dream*. Currently the theatre
8 is showing Mary Zimmerman's, *The Secret In The Wings*. Upcoming productions for the Spring
9 Semester include, *Noises Off*, *Man Of La Mancha* and the return of the *Ten Minute Original One-*
10 *Acts*. The program also is in the final stages of an official transfer agreement with the University
11 of Montana and an additional formal agreement with Idaho State University as well. The student
12 organization Mask and Hammer recently took over the ticket office and the concessions during
13 performances with great success. All money raised from ticket sales and concessions go back into
14 theatre scholarships.

15 16 **B. Financial Aid Year End Report**

17 Cindy Kiefer, Director, Financial Aid, presented the Board with the Financial Aid
18 Year End Report. It was noted that the FVCC's Cohort Default rate continues to remain
19 consistent in large part due to increased student financial counseling and literacy training and
20 new financial and loan counseling for returning loan borrowers. During the academic year 2017-
21 18, the Financial Aid Office made awards to and/or processed assistance for 1,554 students.
22 There were 1,881 degree/certificate seeking students for 2017-18 and of those, 1,271 or 67%
23 received some type of aid processed through the financial aid office.

24 25 **C. Tenure Recommendations**

26 President Karas indicated faculty members Benjamin (Ben) Barckholtz, Assistant Professor, Writing,
27 Christine (Chris) Degenhardt, Assistant Professor, Medical Assistant; Constance (Connie)
28 Hitchcock, Assistant Professor, Business; Michael Severino, Assistant Professor, Mathematics;
29 Michael Skinner, Assistant Professor, Criminal Justice and Erin Wenner, Assistant Professor,
30 Mathematics submitted portfolios for tenure review. President Karas reported that she, the Tenure
31 Committee, and the Vice President of Academic Affairs (Instruction and Student Services), Chris
32 Clouse had reviewed the applications. Based on the recommendations of the Tenure Review
33 Committee and Vice President, Chris Clouse, President Karas recommended tenure for Ben
34 Barckholtz, Chris Degenhardt, Connie Hitchcock, Mike Severino, Mike Skinner and Erin Wenner
35 Mark Holston moved that the Board of Trustees approve the recommendations for tenure for faculty
36 members Benjamin Barckholtz, Christine Degenhardt, Constance Hitchcock, Michael Severino,
37 Michael Skinner and Erin Wenner. Stephanie Wallace seconded the motion. With no further
38 discussion, the motion carried unanimously with four (4) "yes" votes.
39

40 41 **D. Deletion of the Patient Relations Specialist CTS and the Support Professional** 42 **CAS and AAS Programs**

43 During its November 9, 2018 meeting, the Curriculum Committee, with the
44 support from the Faculty Senate and the Program Review Committee, voted to delete the Patient
45 Relations Specialist CTS and the Support Professional CAS and AAS Programs. Chris Clouse,
46 Vice President, Academic and Student Affairs, noted that it is recommended that the Board
47 approve the deletion of the programs as enrollment is low and it will allow faculty to focus its
48 efforts to areas of more demand. Stephanie Wallace moved that the Board of Trustees approve
the deletion of the Patient Relations Specialist CTS and the Support Professional CAS and AAS

1 Programs. Peter Akey seconded the motion. With no further discussion, the motion carried
2 unanimously with four (4) “yes” votes.

3
4 **E. Resolution 18-7, Authorizing President Karas to Execute Contract**
5 **Documents for a new Student Information System**

6 President Karas asked to remove Resolution 18-7 from the agenda and bring it
7 back at the December Board meeting, as the college is still negotiating a new Student
8 Information System. Resolution 18-7, Authorizing President Karas to Execute Contract
9 Documents for a new Student Information System, was removed from the agenda and will be
10 placed on the December 17, 2018 agenda.

11
12 **F. Resolution 18-8, Disposal of Surplus Property Through Sale**

13 The Board was presented with Resolution 18-8, Disposal of Surplus Property
14 Through Sale. Flathead Valley Community College has found it necessary to dispose of surplus
15 property through sale. The College would like to surplus a 2010 Toyota Highlander. The
16 equipment is no longer operable and is no longer suitable for the college. Trustee Peter Akey
17 moved that the Board of Trustees approve Resolution 18-8, Disposal of Surplus Property
18 Through Sale. Mark Holston seconded the motion. With nor further discussion, the motion
19 carried unanimously with four (4) “yes” votes.

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21 **G. ACCT National Legislative Summit Reports**

22 Trustees Shannon Lund and Mark Holston attended the ACCT annual Conference
23 in New York, October 24-27. Trustee Mark Holston reported attending several sessions in which
24 they were provided with relevant information. Trustee Holston did note that he appreciated the
25 opportunity to attend the conference and gained some valuable insight.

26
27 **H. Board of Trustees Events Calendar**

28 President Karas reviewed the Trustees’ events calendar and noted that the college
29 will be closed December 22, 2018-January 1, 2019 for the semester break. The December Board
30 of Trustees’ meeting is scheduled for Monday, December 17.

31
32 **I. President’s Update**

33 President Karas updated the Board on several items:

- 34 • President Karas provided a ONE Campaign update to the Board. To date
35 the campaign has raised \$16.8 million. The campaign still needs to raise \$1.2
36 million to reach its goal of \$18 million.
- 37 • President Karas noted that the Board of Regents held their recent meeting
38 November 15-16 in Missoula. The Regents reviewed the recent programs that
39 the Board approved at the October Board meeting, the Advanced Baking and
40 Pastry CTS Program.
- 41 • The upcoming 66th Legislative Session is scheduled to begin on January 7.
42 President Karas will be in Helena. The three community colleges will be
43 addressing the funding formula that is up for review. President Karas will also
44 be connecting with our local area legislators on Wednesday, November 28.

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46 **VI. ADJOURNMENT**

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

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Shannon Lund, Chairperson of the Board

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Kelly Stimpson, Secretary to the Board

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