

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, October 22, 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, October 22, 2018, 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 Mark Holston Peter Akey
15 Callie Langohr
16

17 Trustees Kelly Stimpson and Stephanie Wallace were absent with Board approval. Trustee
18 Lyle Mitchell was also absent. Also present were President Jane Karas and Monica Settles, Clerk of
19 the District.
20

21 **II. PUBLIC COMMENT-None**
22

23 **III. CONSENT ITEMS - ACTION**

24 **A.** Approval of the minutes of the Regular Board of Trustees meeting on September 17,
25 2018.

26 **B.** Next regular Board of Trustees meeting – November 26, 2018
27

28 Trustee Mark Holston moved that the Board of Trustees approve ITEMS A & B Under Section
29 III, Consent Agenda-Action. Trustee Pete Akey seconded the motion. The motion carried
30 unanimously with four (4) "yes" votes.
31

32 **IV. COMMENTS**

33 **A. Students**

34 Sam Riley, Veterans' Association Vice President presented the Board with the
35 students' activities report, please see Attachment I.
36

37 **B. Faculty and Staff**

38 Associate Professor/Program Director, Agriculture, Dr. Heather Estrada,
39 presented the Board with a report from Faculty, please see Attachment II.
40

41 **C. Monthly Reports**

42 **1. Executive Staff Activities Report**

43 The Board of Trustees received written reports from the Executive Staff
44 for review.
45

46 **V. COLLEGE ISSUES**
47

48 **A. Student Success: Student Leadership Retreat/Program**

1 Wendy Jeschke, Student Engagement Coordinator and students presented the
2 Board with an update on the Student Leadership Program. The program is in its 4th year and it
3 provides training, experience and recognition to up and coming student leaders. The program is
4 developed for student leaders in the various student organizations, although the program is open
5 to all students who are interested. The program consists of four components, Student Leadership
6 Retreat, leadership class, workshops and a Student Awards Brunch. The Student Leadership
7 Retreat was recently held, September 28-30. The retreat consists of a two-day, overnight retreat
8 on Flathead Lake. Students participate in engaging, hands-on leadership training while focusing
9 on practical skills and personal development. Some of the training the students participate in
10 include: personality type training, different leadership styles, how to complete a vision board,
11 mission statements and how to set goals, running effective meetings, parliamentary procedures
12 and team building activities. Students in the leadership program also complete a one credit
13 leadership class taught by Brenda Rudolph that focuses on identifying characteristics of excellent
14 leaders and building on one's own strengths. Some of the workshops in which the students
15 participate are financial management workshops, job search skills and resume writing. Following
16 the end of the program and at the end of the year a Student Awards Brunch is held to recognize
17 student leaders within the many student organizations on campus. Two students who have
18 participated in the program shared with the Board their experiences and thanked the Board and the
19 college for the continued support of the program that they both found invaluable.

20 21 **B. ECC Update/CACFP Report**

22 Kendall Brooks, Preschool Education Coordinator, presented the Board with an
23 update on the Early Childhood Center and the Child and Adult Care Food Program. The center
24 currently participates in the Child and Adult Care Food Program (CACFP). This program
25 provides aid to child and adult care institutions and family or group day care homes for the
26 provision of nutritious foods. The center continues to work with outside groups to promote its
27 leading lab school environment. The center provides educational opportunities for FVCC
28 students, University of Montana students and students from Glacier High School. The Early
29 Childhood Center is a member of the Best Beginnings Community Council and continues to grow
30 in the Montana Best Beginnings STARS to Quality program. The program works as a quality
31 rating scale that supports improvement of participating child care programs in the state. The
32 center received its STAR 4 rating and is currently working toward the STAR 5 rating. A STAR 5
33 rating will mean the center will become a nationally accredited childcare center. The center
34 currently has 48 children enrolled with a long wait list. Approximately 50% of the families the
35 center serves are students or faculty and staff at FVCC.

36 37 **C. Board Policy, Chapter II, Organization, Section 50 (Second Reading)**

38 The Board was presented with Board Policy, Chapter II, Organization, Section 50 (Second
39 Reading). President Karas noted that no changes have been made to the policy since the approval
40 of the first reading in September. Trustee Mark Holston moved that the Board approve Board
41 Policy, Chapter II, Organization, Section 50, as presented. Trustee Callie Langohr seconded the
42 motion. With no further discussion, the motion passed unanimously with four (4) "yes" votes.

43 44 **D. Advanced Baking and Pastry CTS Program**

45 At its September 21st meeting, the Curriculum Committee approved the addition
46 of a new Advanced Baking and Pastry CTS Program. It is recommended that the Board approve
47 this new program. Trustee Pete Akey moved that the Board of Trustees approve the Advanced
48 Baking and Pastry CTS Program. Trustee Mark Holston seconded the motion. Upon Review

1 and with no further discussion, the motion carried unanimously with four (4) "yes" votes.
2

3 **E. Resolution 18-6, Disposal of Surplus Property Through Sale**

4 The Board was presented with Resolution 18-6, Disposal of Surplus Property
5 Through Sale. Authorization is requested from the Board of Trustees to dispose of surplus
6 equipment and supplies that are no longer used by the college. Following review of Resolution
7 18-6, Disposal of Surplus Property Through Sale, Pete Akey moved that the Board approve
8 Resolution 18-6. Mark Holston seconded the motion. With no further discussion, the motion
9 passed unanimously with four (4) "yes" votes.

10 **F. Finance and Audit Committee Report**

11 The Finance and Audit Committee met prior to the Board meeting. The
12 committee reported that they received a review of the presented Quarterly Finance Report.

13 **1. Quarterly Finance Report**

14 The Finance and Audit Committee met prior to the Board meeting.
15 Trustee Akey reported that the committee received the quarterly budget review. Trustee Akey noted
16 that tuition revenue was down slightly but expenses are in control and in line with revenue.
17

18 **G. Board of Trustees Events Calendar**

19 President Karas reviewed the Trustees' events calendar and noted that the Board
20 of Regents' November meeting will be held in Missoula, November 15-16. The next regularly
21 scheduled Board meeting is Monday, November 26. The college will be closed in observance of
22 the Thanksgiving Holiday on Thursday and Friday, November 22 and 23. The December Board
23 of Trustees' meeting is scheduled for Monday, December 17.
24

25 **H. President's Update**

26 President Karas updated the Board on several items:
27

- 28 • The Festival of Flavors events were successful again this year, raising
29 money for student scholarships. President Karas thanked the Foundation
30 and Colleen Unterreiner and her entire staff for their hard work in
31 providing such a successful event.
- 32 • President Karas updated the Board on the ONE Campaign. To date, the
33 campaign has raised \$16.6 million.
- 34 • President Karas continues to prepare for the upcoming Legislative Session
35 and the college will host a Legislative Update meeting in November for
36 local elected officials.
37

38 **VI. ADJOURNMENT**

39 With no further discussion, the meeting was adjourned at 4:51 p.m.
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41 _____
42 Shannon Lund, Chairperson of the Board

43 _____
44 Kelly Stimpson, Secretary to the Board
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6 **Student Activities Report**
7 **September 2018**
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9 **A.I.C.E.**

10 Our elected president did not return to FVCC, so our secretary/treasurer took over his office and
11 a new secretary/treasurer was voted in. Three club members attended the Leadership Conference
12 and a club member and advisor attended the Student Organization Orientation.
13

14 **Intermural/Campus Rec.**

15 Campus Rec & Intramurals has started the semester off with multiple events. Events such as slip
16 & slide kickball, ultimate Frisbee, basketball, volleyball, Mario kart and smash brothers
17 tournaments, dodgeball, paintball and a trip to the University of Montana to watch a Grizzly
18 football game. There have been more than 100 students who have participated in Campus Rec &
19 Intramural activities so far. Additional new activities being offered this month are a trip to
20 Scarywood and Laser tag.
21

22 **Phi Theta Kappa**

23 Phi Theta Kappa is meeting on a regular basis and has hosted 2 service projects, 1 general
24 meeting and a fellowship activity in Lawrence Park.
25

26 **Student Government**

27 Student Government hosted their Freshman Elections on September 25th with a free breakfast.
28 Three members attended the Student Leadership Retreat.
29

30 **Student Engagement and Community Involvement**

31 The Student Engagement Office hosted a variety of events during the month of September.
32 These events included an Opportunity Fair, Student Wellness and Resource Fair, Constitution
33 Day Celebration, Native American Day, and the Student Leadership Retreat on Flathead Lake.
34 All events were a success! At the Opportunity Fair, students connected with Community
35 Partners and local employers in regards to volunteer and employment opportunities. We
36 registered 130 students to vote on Constitution Day. The Traveling Medicine Show, hosted by
37 the Hockaday Art Museum, and fry bread and wojapi were a big hit on Native American Day.
38

39 **Student Wellness**

40 The Student Wellness Club hosted a successful Student Wellness and Resource Fair on
41 September 13th. A variety of tables provided information on health and wellness topics and
42 resources available on and off campus.
43

44 **Veterans Association**

45 The Veterans Association is meeting weekly and is busy planning their 5th Annual Trunk or Treat
46 event. On October 11, the Veterans Association hosted their free Annual Chili Feed for the
47 college community.
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5 **Faculty Activity Report**
6 **October 2018**
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8 **Nicole Sanford - Music**

9 Nicole Sanford will be taking seven Music Education students to Missoula this month to attend
10 the Montana Music Educators Conference.

11
12 The enrollment in the Music Department is really up; there are 22 enrolled in the Music Theory I
13 courses. The Choral Ensemble has 27 students and the FVCC Orchestra has enrollment in the
14 20's as well.

15
16 **Connie Hitchcock - Business**

17 Connie Hitchcock led a vision/mission/goal setting session for the Student Leadership Retreat on
18 Saturday, September 30th. This session taught the club leaders about the benefits of a vision,
19 mission, and goals, as well as how to establish these.

20
21 Connie has had 3 guest speakers this semester in her Small Business Entrepreneur class:

- 22 • Joe Unterreiner, Kalispell Chamber of Commerce
- 23 • Dan Gorton, Small Business Development Center
- 24 • Maggie Doherty, Beer Ambassador & Public Relations at Kalispell Brewery

25
26 **Dawn Rauscher - Web Technology/Graphic Design**

27 Dawn Rauscher and her education students enrolled in Instructional Technology (EDU 270) are
28 working with third grade students at Kila School and the ABC Fox Montana Weather team to
29 create their own weather report videos. This project is providing FVCC students access to an
30 elementary classroom where all students have their own Chromebook. In a few weeks, they will
31 take a field trip to the classroom to help the third grade students edit their weather forecast videos
32 and meet project partner Meghan Bourassa, Meteorologist/Forecaster at ABC Fox Montana.

33
34 **Amber Lawrence - Adjunct Faculty - Graphic Design**

35 Amber Lawrence's sophomore graphic design students created an infographic for a local
36 childcare center. Students balanced graphics and informational text to demonstrate what tuition
37 money covers, the daily schedule, key quotes, and facts about the teachers and staff. This project
38 allows students the opportunity to work with real clients creating graphic design that will be used
39 in real life.

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43 **Lisa Slagle - Adjunct Faculty - Graphic Design**

44 Lisa Slagle has started a project called "Create your Own Font" in the typography class (GDSN
45 130). The students start out by hand drawing every single letter, number, and punctuation that
46 exists on a keyboard in bold, italic, and regular font type. Once they complete this step, they will
47 scan their work into a computer program and turn their work into a real font. They will be able

1 to download their custom font, install it on their own computer, and sell it on typography
2 website.

3 4 **Ronnie Laudati - Accounting/Business**

5 Ronnie Laudati has started her Accounting Video Project in her ACTG 201 classes. The students
6 are working on creating videos to visually display an accounting topic. This project will require
7 students to creatively discuss complex topics. In addition to learning about accounting, students
8 will learn how to plan out a video project with a storyboard, write scripts, film footage, edit the
9 video using a phone app, and upload it to YouTube.

10 11 **Dr. Phil MacGregor - Computer Applications/Accounting**

12 Phil MacGregor recently attended a very interesting webinar on new features found in Office
13 2019. He is excited to incorporate these new techniques into his classes. Phil also recently took
14 his Information and Technology students for a tour of a server room to gain an awareness
15 firsthand of what they look like.

16 17 **Brenda Rudolph - Business/Allied Health**

18 Brenda Rudolph has been working on creating a Social Media Certificate. In addition, she has
19 been working on apprenticeship opportunities for her health care students.

20 21 **Dr. Amy Pearson - Communications**

22 Amy recently became a soprano in the Crown of the Continent Choir, a community choir based
23 out of Kalispell. She completed TIPS training through the Foundation Office so she could
24 participate in FVCC's Festival of Flavor, and is signed up for Spanish classes through
25 Continuing Education.

26
27 FVCC students asked Amy to be their Outdoor Club advisor and they recently had their first
28 meeting.

29 30 **Dr. Robert Bauer - History**

31 Rob's historical novel, *The World Traveler*, came out this month! It's the continuation of the
32 story of Clarence Duval, a 12-year-old homeless orphan who travels around the world in 1888-
33 1889. If his adventures don't kill him, his companions might!

34
35 Book 3 in the series, which he hopes will appear before the year is out, involves historical
36 adventure in 1896 Montana.

37 38 39 **Dr. Ruth Wrightsman - Biology**

40 On Sept 28, Ruth participated in a workshop at MSU-Bozeman for faculty funded by the MSU-
41 INBRE grant. She presented the results of work conducted with Dr. Mirabai McCarthy and
42 undergraduate research students, titled "The Antibiotic Potential of Flathead Valley Flora and
43 Fungi", which is aimed at testing fungi, lichens, and ferns for production of anti-bacterial
44 compounds. This ongoing project enables our undergraduate research students to participate in
45 an authentic research project while gaining valuable laboratory skills. The Bozeman workshop
46 was attended by faculty from both 4-yr and 2-yr schools from all over Montana.

47 48 **Dr. David Long - Chemistry**

1 David Long was one of five featured speakers on Montana’s Research Road Show, South Central
2 circuit, organized by the Montana University System OCHE. The group included Joe Thiel
3 (Director of Academic Policy and Research) and faculty from Montana Tech, MSU Billings, and
4 MSU Bozeman. Presentations were made in Helena, Butte, Bozeman, Livingston, Big Timber,
5 Harlowton, and White Sulfur Springs.
6

7 **Dr. Heather Estrada - Agriculture**

8 In partnership with Montana State University, the FVCC Agriculture department was recently
9 awarded a USDA Organic Agriculture Research and Extension Initiative grant. Project CREEP
10 *STOP: Integrating Biological, Cultural, and Mechanical/Physical Tools for Long-Term*
11 *Suppression of Creeping Perennial Weeds in northern Great Plains and Pacific Northwest*
12 *Cropping Systems* involves research personnel from MSU, NDSU, WSU, and FVCC and has a
13 budget of \$1,999,995. Over the course of the four-year project, the FVCC Campus Farm will be a
14 site for research and learning about field bindweed suppression in horticultural systems. The
15 FVCC Agriculture program will receive funding to support two part-time summer research
16 positions, and purchase equipment and supplies.
17