

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, September 22, 2014, 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, September 22, 2014, in the Board Room of Blake Hall/SCA 140/144.  
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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 John Phelps                      Thomas Harding                      Ralene Sliter  
15 Shannon Lund                      Tom McElwain                      Mark Holston  
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District.  
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19 **II. CONSENT ITEMS - ACTION**

- 20 **A.** Approval of the minutes of the Board of Trustees meeting on July 28, 2014.  
21 **B.** Recommendation that the Board of Trustees accept the Monthly Human Resources  
22 Report as submitted.  
23 **C.** Next regular Board of Trustees meeting – October 27, 2014  
24

25 Tom McElwain moved that the Board of Trustees approve ITEMS A, B, & C Under Section II,  
26 Consent Agenda-Action. Shannon Lund seconded the motion. The motion carried unanimously  
27 with seven (7) "yes" votes.  
28

29 **III. COMMENTS**

30 **A. Students**

31 Student Government President, Roseanna Stanfield, presented the Board with an  
32 update.

- 33 • Service Learning co-hosted with Intramurals, the first Red, White and  
34 Blue Fun Run for FVCC employees and their families, Students and  
35 Alumni. There were 90 participants and \$700 was raised for the Montana  
36 Wounded Warriors fund. This event was a 9/11 National Day of Service  
37 and Remembrance service project. The event was in honor of our local  
38 veterans and first responders and focused on the importance of emergency  
39 preparedness. During the run 16 volunteers donated 39.5 hours of service.  
40 Volunteers included students, staff, AmeriCorps VISTA members and  
41 Senior Corps members. The Office of Emergency Services and Red Cross  
42 representatives were present to provide additional information on  
43 emergency preparedness and volunteer opportunities. The Governor's  
44 Office of Community Service provided 200 disaster preparedness bags  
45 along with ReadyMontana brochures.  
46 • Two Community College Citizen Preparedness Program trainings were  
47 hosted. Kris Long, FVCC Campus Emergency Coordinator, presented  
48 emergency preparedness information to 24 students, staff and community  
49 members.

- Service Learning received a \$625 mini grant from Montana Campus Compact to help fund the 9/11 event and emergency preparedness trainings.
- 20 new students were enrolled in our AmeriCorps/Compact Service Corps program for a current total of 39 members. These 39 students will earn over \$61,000 in education awards during the 2014-15 school year.
- Troy Thompson, Phi Theta Kappa President, and Elizabeth Vinson, Vice President, attended the Regional Phi Theta Kappa conference in Moses Lake, WA. Elizabeth was elected as PTK Regional Vice President for District V, which include; chapters in Montana and Alberta, Canada.
- Intramurals summer outdoor trips were offered for students enrolled in summer or fall classes for the 2<sup>nd</sup> year and 72 students participated. New trips offered this summer were: horseback riding in Glacier National Park, fly fishing lessons in the Swan Valley and whitewater rafting on Flathead River in Polson.
- September will start off with multiple activities such as flag football, soccer, tennis, basketball and a cosmic bowling night. The first basketball event was held on the FVCC basketball court and was a great success.
- An Ethnic Food cook off was held during Welcome Week where 7 excellent entries and about 70 tasters/judges participated.
- The Welcome Week Open House was a success with 20 departments participating.
- An Ice Cream Social served nearly 200 people who enjoyed the sunshine and live music. The student activities faire, during the social, included 16 student organizations.
- An Eagle Mail Log-on promotion was held in Blake Hall Foyer; coffee cards were awarded for students who logged-on. We had 14 students take part and we will try it again later in the week.
- Table tents tested students on their knowledge of the U.S. Constitution during Constitution Day. Those answering all questions correctly received a prize.
- Student Government elections are being held on October 1. Students who vote will be able to get free hamburgers freshly barbequed by the intramural program.
- Several student clubs have resumed meeting. Three groups are exploring interest in their offerings with the hope they will become clubs including a casual lunch time piano recital performance opportunity, a computer group and a Gay/Straight Alliance.

## **B. Faculty and Staff**

Gregg Davis, Associate Professor, Economics, reported to the Board on faculty activities. Dawn Denny, Nursing Instructor, is now Dr. Dawn Denny, after successfully defending her dissertation from the University of North Dakota just two weeks ago. Her dissertation title was “Subsyndromal Delirium and Postoperative Pain in Older Adults.” Dr. David Long, Assistant Professor of Chemistry, was busy this past summer. Dr. Long helped put an FVCC student on the map by attending the NW Regional Meeting of the American Chemical Society in Missoula during June, along with FVCC student, Laurel Sugden. Significant is the fact that Laurel won the award for the best poster presentation, competing with students from

1 Oregon, Washington, Montana, Utah, Idaho and Wyoming. Dr. Long also attended the annual  
2 meeting of the National Association of Advisors for Health Professions in San Francisco, Cal in  
3 late June. In August, Dr. Long presented a paper entitled “Creating Immersive Video Lectures  
4 by 3D Blending of Instructor and Virtual Chemical Imagery” at the Biennial Conference on  
5 Chemical Education, in Grand Rapids, MI. Jim Boger, Associate Professor of Physics, is the  
6 coordinator of the STEM colloquium for this semester, which involves FVCC students in  
7 undergraduate research in Physics, Math, Chemistry and Biology. These weekly colloquiums  
8 allow faculty, students and visitors to present their research in an informal setting. The  
9 colloquiums convene at 2:00 every Friday in RH 151 and all are invited to hear what our  
10 students and faculty are doing, as well as provide feedback. Mr. Boger also participated in a  
11 successful \$750,000 grant written by a group from MSU’s Electrical Engineering Department  
12 and submitted to the NASA EPSCor program last spring. The benefits to FVCC are many, to  
13 include, FVCC will participate by having students build two different imaging polarimeters and  
14 taking the polarimeters to various schools across the state as an outreach efforts. FVCC students  
15 will also be able to participate in the Microlithography Engineering Labs at MSU as paid  
16 summer interns. This work is also indirectly connected to opportunities at the Jet Propulsion  
17 Laboratory and the Goddard Institute for Space Science. Due to the grant, FVCC will be able to  
18 purchase some optical equipment and be able to establish FVCC’s first ever Optics Lab. Most  
19 noteworthy is the pipeline FVCC is establishing for its engineering students to MSU. MSU  
20 professors recognized FVCC engineering students as being some of the best students they have.  
21 Craig Naylor, Adjunct Professor of Theatre and Music, founded and participated in the inaugural  
22 classical music festival “Big Sky Alive” in Helena during June of the past summer. Big Sky  
23 Alive showcases the music of Montana’s classical music composers through concerts, master  
24 classes and open rehearsals. Big Sky Alive featured this year Professor Naylor’s trombone  
25 concerto ElderSpeak. Governor Bullock declared Monday, June 23 as “Big Sky Alive Day” for  
26 Montana. Professor Naylor hopes to expand the 2015 music festival to Kalispell. Professor of  
27 English, Brian Bechtold, attended the 2014 Shakespeare Authorship Conference in Madison,  
28 Wisconsin this month. Over twenty presentations of the current research in Shakespeare studies  
29 highlighted the four-day conference. Participants had the opportunity to view the premier  
30 screening of the feature length documentary, *Nothing Truer Than Truth*. Dr. Don Hickethier,  
31 Professor of Mathematics, was one of four FVCC Math department members who attended the  
32 Mathematics Association of America Northwest Regional Section meetings held in Missoula  
33 over the summer. Also attending were Adjunct professor Carelynn Hill, Assistant Professor Dr.  
34 Molley Maxwell and Associate Professor Laura VanDeKop. Adjunct Professor Joann Graves-  
35 Gill is the Director of Good Grief Camp, a children’s grief camp for children 6-12. Many FVCC  
36 students volunteered to work at the camp this past summer.

### 37 38 **C. Monthly Reports**

#### 39 **1. Executive Staff Activities Report**

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

### 43 44 **D. Commissioner of Higher Education Report-**

45 Deputy Commissioner, John Cech, presented the Board with an update. Deputy  
46 Commissioner Cech provided the Board with an overview of the recent work plan that was  
47 presented to the Board of Regents during the Two Year and Community College Committee  
48 presentation at its most recent meeting in Billings. The plan highlights four key strategy areas.  
49 The first area is developmental education reform goals. Some of the goals under developmental

1 education reform are the continuation of the partnership with the Montana Digital Academy and  
2 building math pathways as they are intertwined with Complete College Montana. The second  
3 area of focus within the work plan is growth and enhancement of dual credit enrollment  
4 opportunities throughout the state. The third area under the work plan is the new Main Street  
5 Montana Project particularly related to pillar one, which is to train and educate tomorrow's  
6 workforce today. The final and fourth area of focus is the Carl Perkins and Big Sky Pathways  
7 efforts. There is a possibility of reauthorization of Carl Perkins and work is beginning on  
8 preparing for that possibility, particularly focusing on the Department of Education's blueprint  
9 which focuses strongly on High School to College Pathways.

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11 **E. Public Comment**

12 Jim Soular, Instructional/Tutorial Specialist, Writing Lab, addressed the Board.  
13 Mr. Soular thanked the Board for all the work and support for the Tobacco Free Campus Policy.  
14 Mr. Soular noted that he was one of the biggest proponents of a tobacco free campus and  
15 appreciates all the work and approval of a policy he also worked on.

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17 **IV. COLLEGE ISSUES**

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19 **A. Student Success: Writing Lab**

20 Jim Soular, Instructional/Tutorial Specialist, Writing Lab, and Hannah  
21 Bissell, Writing Lab Instructor, presented the Board with an update on the Writing Lab. It was  
22 noted that the Writing Lab had 3,245 lab visits during FY2013. The Writing Lab assists students  
23 and staff alike. The Writing Lab can help faculty with textbook selection, offer classroom  
24 presentations, present at staff development workshops, provide brown bag workshops and assist  
25 staff/faculty with proofing of documents. The Writing Lab's main goal is to help promote student  
26 success through academic, career and personal counseling, advising and supportive services and  
27 to foster an institutional climate conducive to the success of students. The Writing Lab provides  
28 students with one-on-one tutoring, small-group tutoring, assistance with cover letters and  
29 resumes, assists with scholarship letters and transfer letters and also provides work processing  
30 assistance (laptop set-up, document formats, formal letter formats). In addition, the Writing Lab  
31 has helped student writers develop and organize ideas, revise and edit papers, research and format  
32 reports, assist students with class presentations, provide grammar and punctuation assistance, help  
33 with internet searches, help provide student portal access and assist with student's classroom  
34 presentations.

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36 **B. Board Policy, Chapter VII, Students, Section 80, Student Email  
37 (Second Reading)**

38 The Board was presented with the second reading of Board Policy,  
39 Chapter VII, Students, Section 80, Student Email. Students will be provided with an FVCC  
40 email address that will help serve as communication between FVCC, students and instructors.  
41 Following review of the policy, Shannon Lund moved that the Board of Trustees approve Board  
42 Policy, Chapter VII, Students, Section 80: Student Email (Second Reading). Ralene Sliter  
43 seconded the motion. With no further discussion, John Phelps called for the question. The  
44 motion carried unanimously with seven (7) "yes" votes.

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46 **C. Board Policy, Chapter VII, Students, Section 60, Code of Student  
47 Conduct and Student Complaints (Second Reading)**

48 The Board was presented with Board Policy, Chapter VII, Students,  
49 Section 60, Code of Student Conduct and Student Complaints (Second Reading). It was noted

1 that some minor revisions were made at the request of the Board during the first reading. The  
2 policy as presented incorporates the requested changes. Following review of the policy, Tom  
3 McElwain moved that the Board of Trustees approve Board Policy, Chapter VII, Students,  
4 Section 60, Code of Student Conduct and Student Complaints (Second Reading). John Phelps  
5 seconded the motion. With no further discussion, Tom McElwain called for the question. The  
6 motion carried unanimously with seven (7) “yes” votes.

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8 **D. Board Policy, Chapter I, Doctrine, Section 60, Discrimination and**  
9 **Sexual Harassment Policy (First Reading)**

10 The Board was presented with the first reading of Board Policy, Chapter I,  
11 Doctrine, Section 60, Discrimination and Sexual Harassment Policy. President Karas noted that  
12 the policy has had legal review. It was also noted that all students, effective this fall, will be  
13 required to complete the Haven sexual assault prevention course. This course will provide  
14 sexual assault prevention training to students as required by the Campus SaVE Act. Following  
15 review of the policy, Tom Harding moved that the Board of Trustees approve Board Policy,  
16 Chapter I, Doctrine, Section 60, Discrimination and Sexual Harassment Policy. John Phelps  
17 seconded the motion. With no further discussion, John Phelps called for the question. The  
18 motion carried unanimously with seven (7) “yes” votes.

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20 **E. Board Policy, Chapter I, Doctrine, Section 95, Weapons**  
21 **(First Reading)**

22 The Board was presented with the first reading of Board Policy, Chapter I,  
23 Doctrine, Section 95, Weapons (First Reading). President Karas noted that this policy is being  
24 updated and replaced with a more comprehensive policy. Following review of the policy, Tom  
25 McElwain moved that the Board approve Board Policy, Chapter I, Doctrine, Section 95,  
26 Weapons (First Reading). Ralene Sliter seconded the motion. With no further discussion, Tom  
27 McElwain called for the question. The motion carried unanimously with seven (7) “yes” votes.

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29 **F. Trustees Events Calendar**

30 Trustees reviewed the Board of Trustees Events Calendar included in the agenda.  
31 President Karas noted that the next Board meeting is scheduled for October 27. The Annual  
32 Scholarship Awards Luncheon will be held on Tuesday, October 28 and Festival of Flavors will  
33 begin on September 26 and run through October 4, 2014.

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35 **G. President’s Update**

36 President Karas updated the Board on several items:

- 37 • President Karas thanked the new Student Activities and Development  
38 Coordinator, Genia Allen-Schmid, for all her hard work during welcome  
39 week.
- 40 • President Karas noted that the Strategic Planning report and Strategic Plan  
41 Goals will be presented at the October Board meeting. Initially they were  
42 going to be presented during this meeting but due to unforeseen  
43 circumstances with key staff, the presentation is postponed.
- 44 • President Karas thanked the Culinary Arts Students and all the staff for all  
45 of their hard work in helping make the Governor’s Cup event a success.  
46 The college received great feedback and appreciated the opportunity to  
47 host the event on campus.
- 48 • The all employee in-service was held on August 25. During the in-service  
49 employees were able to review and work on the strategic goals that the

1 Board set at their July Board meeting. As stated previously the final  
2 goals, strategies and objectives will be presented at the October Board  
3 meeting.

- 4 • Former student and current Thunderbird Pilot, Major Jason Curtis, spoke  
5 to the community, faculty, staff and students on Friday, August 29.  
6 President Karas noted that it was a great opportunity for students and the  
7 community to hear from a former FVCC student how FVCC helped shape  
8 his future endeavors.
- 9 • The Board of Regents meeting was recently held in Billings (September  
10 17-18). During the meeting the Regents reviewed and approved all three  
11 community college budgets as a whole.

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13 **V. ADJOURNMENT**

14 With no further discussion, the meeting was adjourned at 4:55 p.m.

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18 Robert Nystuen, Chairperson of the Board

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21 Ralene Sliter, Secretary to the Board  
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