

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, December 19, 2022, 3:45 p.m.  
5 Blake Hall 140  
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at  
8 3:45 p.m., Monday, December 19, 2022.  
9

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

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

13 Patrick Gulick Callie Langohr Mary Ruby  
14 Travis Steindorf Kelly Stimpson

15 Trustee Lyle Mitchell was absent. Also present were President Jane Karas and Suzanne DeCamp,  
16 Clerk of the District.  
17

18 **II. PUBLIC COMMENT - None**  
19

20 **III. CONSENT ITEMS - ACTION**

21 **A. Approval of the minutes of the Regular Board of Trustees meeting on November**  
22 **28, 2022.**

23 Trustee Callie Langohr moved that the Board of Trustees approve ITEM A under  
24 Section III, Consent Agenda - Action. Trustee Travis Steindorf seconded the motion. The  
25 motion carried unanimously with six (6) "yes" votes.  
26

27 **IV. MONTHLY REPORTS**

28 **A. Student Activities Report**

29 The Student Activities Report was submitted as a written report. (see attachment  
30 D).

31 **B. Faculty Activities Report**

32 There was no Faculty Activities Report this month.  
33

34 **C. Executive Staff Activities Report**

35 The Board acknowledged the Executive Staff for their informative reports and  
36 remarked that they liked the new format.  
37

38 **V. COLLEGE ISSUES**

39 **A. Student Success: General Education Assessment Efforts**

40 Sam Kujala, Director of Institutional Research, shared data about our general  
41 education assessment efforts. In addition, she demonstrated a new program, Tableau, used for  
42 presenting and analyzing data.  
43

44 **B. Board Policy, Chapter VI – Human Resources Sec. 10-Human Resources**  
45 **Policy to Sec. 190 Whistleblower Policy – First Reading**  
46

1 President Karas summarized minor revisions to Board Policy, Chapter VI  
2 Human Resources:

- 3 • Chapter VI – Human Resources-Sec. 10 – Human Resources
- 4 • Chapter VI – Human Resources-Sec. 20 – College’s Right to Manage,  
5 Discipline and Discharge
- 6 • Chapter VI – Human Resources-Sec. 30 – Conflict of Interest
- 7 • Chapter VI – Human Resources-Sec. 40 – Political Activities
- 8 • Chapter VI – Human Resources-Sec. 50 – Personnel Files
- 9 • Chapter VI – Human Resources-Sec. 60 – Reduction in Force
- 10 • Chapter VI – Human Resources-Sec. 70 – Recruitment, Selection, and  
11 Employment
- 12 • Chapter VI – Human Resources-Sec. 80 – Emerita/Emeritus
- 13 • Chapter VI – Human Resources-Sec. 90 – Holidays
- 14 • Chapter VI – Human Resources-Sec. 100 – Reserved
- 15 • Chapter VI – Human Resources-Sec. 110 – Leaves of Absence
- 16 • Chapter VI – Human Resources-Sec. 120 – Overtime, Compensatory  
17 Time, and Flexible Time Off
- 18 • Chapter VI – Human Resources-Sec. 130 – Retirement
- 19 • Chapter VI – Human Resources-Sec. 140 – Reserved
- 20 • Chapter VI – Human Resources-Sec. 150 – Employee Insurance Coverage
- 21 • Chapter VI – Human Resources-Sec. 160 – Employee Professional  
22 Development
- 23 • Chapter VI – Human Resources-Sec. 170 – Tuition Waivers
- 24 • Chapter VI – Human Resources-Sec. 180 – Grievance
- 25 • Chapter VI – Human Resources-Sec. 190 – Whistleblower

26  
27 Trustee Kelly Stimpson moved that the Board of Trustees approve Board Policy,  
28 Chapter VI – Human Resources: Sections 10-190 (first reading as revised). Trustee Mary Ruby  
29 seconded the motion. With no further discussion, the motion carried unanimously with six (6)  
30 “yes” votes.

31  
32 **C. Board Policy, Chapter VI – Human Resources Sec. 200-Flexible**  
33 **Work/Telework Policy to Sec. 220-Breastfeeding Policy – Second Reading**

34 President Karas reviewed three new policies for consideration for Board Policy,  
35 Chapter VI – Human Resources:

- 36 • Chapter VI – Human Resources-Sec. 200 – Flexible Work/Telework
- 37 • Chapter VI – Human Resources-Sec. 210 – Background Checks
- 38 • Chapter VI – Human Resources-Sec. 220 – Breastfeeding

39  
40 Trustee Kelly Stimpson moved that the Board of Trustees approve the three new  
41 policies for Chapter VI – Human Resources – Sections 200-220 (second reading). Trustee  
42 Travis Steindorf seconded the motion. With no further discussion, the motion carried  
43 unanimously with six (6) “yes” votes.

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45 **D. Board of Trustees Event Calendar**

1 President Karas reviewed the Trustees' event calendar. The college will be closed  
2 from December 23<sup>rd</sup> – January 2<sup>nd</sup> for winter break. The next Board meeting is scheduled for  
3 January 23, 2023.  
4

5 **E. President's Report**

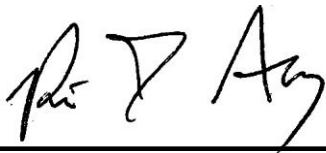
6 President Karas updated the Board on several items:

- 7 • Founders Hall – President Karas shared that rates will be going up in Founders  
8 Hall starting FY23/fall of 2023. An analysis was done on rates of other housing  
9 in the area, it was determined that we are charging below the average rates. We  
10 are proposing an \$84/month increase for the single rooms and a \$70/month  
11 increase per occupant in a double room.
- 12 • Business Days at the Capitol – President Karas will be attending the Montana  
13 Chamber of Commerce's Business Days in Helena on January 2<sup>nd</sup> and 3<sup>rd</sup>. Tagen  
14 Vine will also be attending as the new Chair of the Kalispell Chamber Board.
- 15 • Legislative Session – The legislative session will begin on January 2<sup>nd</sup>. President  
16 Karas has been working with the other two community colleges on the funding  
17 formula and the reversion issue.
- 18 • Governor's Gala – The event took place last week in Kalispell, President Karas  
19 was able to attend as part of the Logan Health System Board.
- 20 • End of Fall Semester – President Karas thanked everyone for their hard work as  
21 the fall semester wrapped up last week.
- 22 • Employee Holiday Party – A holiday party was held at the Wachholz College  
23 Center on Friday, December 16<sup>th</sup>. Food and refreshments were provided and  
24 employees were treated to a performance by Nick Spear, part-time faculty  
25 member, in McClaren Hall.
- 26 • Audit – The auditors were on campus last week. There will be a formal report,  
27 but preliminary results are looking like a clean audit.  
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29 **VI. ADJOURNMENT**

30 With no further discussion, the meeting was adjourned at 4:20 p.m.

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Pete Akey, Chairperson of the Board

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Patrick Gulick, Secretary to the Board  
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**Student Activities Report****December 2022**

**Music Club** - The month of November and December were busy with recitals. The club celebrated the end of the semester with a potluck and white elephant gift exchange. In November, they helped collect food donations for the student Thanksgiving Food Baskets.

**AICE** - The club is hosting weekly Dungeons and Dragons (D & D) sessions in the student lounge. In December, candy canes with positive messages were distributed by the members. Several baskets were also placed around campus for students to enjoy. The last meeting was a Christmas party.

**Chess Club** - The club continues to meet once a week and has recruited one new member. A service project was planned with the Northwest Montana Humane Society, but did not come to fruition. They are hoping to move forward with this in the spring.

**Firearms Enthusiasts** - Plans continue to develop to attend a Firearms Museum in Cody, Wyoming. The advisor is trying to get fee passes to the museum to help save money. Students enjoyed attending a firearm show at the fairgrounds and sold some of the gun stocks they made in class. Plans are in the works to host a service project at the Tally Lake gun range in the spring.

**Intersarsity Christian Fellowship** - Bible studies are going well. Activities for November and December were distributing care packages on campus and hosting a Friendsgiving dinner on November 21<sup>st</sup> in the Student Lounge.

**Mask and Hammer** - The club hosted a raffle at a "Dinner and a Show" event to help raise money to attend a Theatre Conference in February. Their next production is "Lucky Me". They are excited to possibly get the play writer to attend a performance. The club helped with the lighting for the Nutcracker at the Bigfork Theatre. Other activities included creating a Podcast and attending a couple of local musicals in Whitefish. The club is having an end of the year potluck on the 16th of December.

**Simiinekem** - The Indigenous Craft Fair on Saturday, November 19<sup>th</sup> went well. The club's service project for the semester was helping make the Thanksgiving Food Baskets. At their last meeting, they enjoyed a Christmas party.

**Student Government** - During the month of November and December, Student Government members worked on researching, creating, and proposing a plan for a vending machine in the Student Lounge. They also focused on surveying the student body, researching the cost of upgrading the water fountains on campus, discussing the possibility for additional recycling on campus, and narrowing down ideas for swag. A Holiday Jingle Mingle was held on Friday, December 9, in the Student Lounge. Approximately 30 students enjoyed the event with ice breaker-type activities, contests, karaoke, and food from Chick-fil-A.

1 **Student Wellness** - The peer educators hosted a Bystander Intervention training session in  
2 November along with an LGBTQ+ Health Day, Men's Health Day, and an event focused on  
3 alcohol and drug impairment. A Stress Less Day was held on December 1<sup>st</sup>. Participants  
4 enjoyed several activity stations and a grilled cheese and chicken noodle soup station. Therapy  
5 dogs were also enjoyed by all.  
6

7 **Campus Recreation/Intramurals** - Campus Recreation held multiple events with about 40  
8 unique students attending. The most popular event was a Bob Ross Paint Night with 15  
9 participants. Grocery Bingo was hosted twice and multiple gaming events were held including  
10 Wii Bowling, Just Dance, and Mario Kart. A sledding event took place during the last week of  
11 classes.  
12

13 **Student Engagement** - The Amazing Rake, in partnership with the Agency on Aging, was  
14 cancelled due to the sudden change in weather. A Thanksgiving lunch was held on November  
15 21<sup>st</sup> with 56 attendees. This first-time event was a big success and is worth repeating next year.  
16 On November 22<sup>nd</sup>, 19 Thanksgiving Food Baskets were distributed to students and their  
17 families. This was made possible by generous donations from FVCC employees and community  
18 members. The semester is wrapping up with a CASA for Kids toy drive. Two car loads of toys  
19 have been picked up and more gifts keep pouring in. Christmas will be a little brighter for  
20 several foster children.