

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, January 23, 2023, 3:45 p.m.
5 Blake Hall 140
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees
8 convened at 3:45 p.m., Monday, January 23, 2023.
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

15 Trustee Kelly Stimpson arrived at 3:48, Trustee Lyle Mitchell was absent. Also present were
16 President Jane Karas and Suzanne DeCamp, Clerk of the District.
17

18 **II. PTK PRESENTATION**

19 President Karas presented the Phi Theta Kappa Advisor pin to Dr. Molly Maxwell,
20 Associate Professor of Math.
21

22 **III. PUBLIC COMMENT - None**
23

24 **IV. CONSENT ITEMS - ACTION**

25 **A. Approval of the minutes of the Regular Board of Trustees meeting on
26 December 19, 2022.**

27 Trustee Travis Steindorf moved that the Board of Trustees approve ITEM A
28 under Section III, Consent Agenda - Action. Trustee Callie Langohr seconded the motion. The
29 motion carried unanimously with five (5) "yes" votes.
30

31 **V. MONTHLY REPORTS**

32 **A. Student Activities Report**

33 There was no Student Activities Report this month.
34

35 **B. Faculty Activities Report**

36 The Faculty Activities Report was submitted to the Board and presented by Dr.
37 Christina Relyea, Professor, Natural Resources Director, Honors Program (see Attachment I).
38

39 **C. Executive Staff Activities Report**

40 The Board acknowledged the Executive Staff for their informative reports and
41 reiterated that they liked the new format.
42

43 **VI. COLLEGE ISSUES**

44 **A. Student Success: Mentorship Program with Daybreak Rotary**

45 Kate Stocker, Academic Advisor, provided information about the Daybreak
46 Rotary Student Mentorship Program. The program will be marketed to students this semester.

1 Interested students will fill out a profile sheet and the college will pair the students with a
2 mentor from the Daybreak Rotary group. The goal is to pair the students with their mentors for
3 three semesters. Research has shown that students who are connected and engaged are more
4 likely to finish their degrees.

5
6 **B. Board Policy, Chapter VI – Human Resources Sec. 10-Human Resources
7 Policy to Sec. 190 Whistleblower Policy – Second Reading - ACTION**

8
9 President Karas reviewed the minor revisions to Board Policy, Chapter VI
10 Human Resources:

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

34
35 Trustee Kelly Stimpson moved that the Board of Trustees approve Board Policy,
36 Chapter VI – Human Resources: Sections 10-190 (second reading as revised). Trustee Travis
37 Steindorf seconded the motion. With no further discussion, the motion carried unanimously with
38 six (6) “yes” votes.

39
40 **C. Resolution 23-1, Trustee Resolution Calling for an Election by Mail Ballot -
41 ACTION**

42 The Board was presented with Resolution 23-1, Trustee Resolution Calling for an
43 Election by Mail Ballot for the three board positions that will be opening, one in the
44 Flathead/Glacier School Districts and two in the Bigfork/Columbia Falls/Whitefish School
45 Districts. Patrick Gulick, Pete Akey, and Kelly Stimpson’s three-year terms will be open for

1 election. The Board of Trustees is required to approve a resolution calling for Trustee Election
2 to be held in conjunction with the regular school elections on Tuesday, May 2, 2023.

3
4 Trustee Mary Ruby moved that the Board of Trustees approve Resolution 23-1,
5 Trustee Resolution Calling for an Election by Mail Ballot - Action. Trustee Kelly Stimpson
6 seconded the motion. With no further discussion, the motion carried unanimously with six (6)
7 “yes” votes.

8
9 **D. Finance and Audit Committee**

10 1. Quarterly Budget Report

11 President Karas reported that the Finance and Audit Committee met prior
12 to the Board meeting. She summarized the FY23 second quarter financial statements.

13
14 2. Legislative Update

15 President Karas reported that the three community colleges gave a
16 presentation last week in Helena to the joint appropriations sub-committee on education. They
17 explained how they are able to meet the state’s workforce challenges through the programs that
18 are offered whether it is through direct workforce training or helping students transfer to further
19 their education.

20 Three of the big issues for the community colleges are; 1)Relevant only to
21 FVCC, the one-time appropriation adjustment that was received for the last biennium of
22 \$600,000, 2)Reversion for the 2023 biennium, and 3)Actual values and weights for the funding
23 formula. When the Governor’s budget came out in November, the numbers were lower than
24 those set in June by the interim budget committee.

25 The joint sub-committee is scheduled to take executive action on February
26 13th and 14th.

27 The local legislators are very supportive. We are tracking a few other
28 education bills, there may be another bill that would potentially provide one-time funding to the
29 three community colleges to expand existing and develop new career and technical programs to
30 meet local employer needs. The bill is currently being drafted, we will monitor it.

31
32 **E. Board of Trustees Event Calendar**

33 President Karas reviewed the Trustees’ event calendar. The ACCT Legislative
34 Summit is coming up February 5th-8th, unfortunately the Senate won’t be in session until the end
35 of the meeting, making it more challenging to get together with our Senators, we may postpone
36 the trip and schedule for a later date. The next Board meeting is scheduled for February 27,
37 2023.

38
39 **F. President’s Report**

40 President Karas updated the Board on several items:

- 41 • Employee In-Service - An all-employee in-service was held on January 11th in the
42 Stinson Family Event Center (gymnasium) at the Wachholz College Center. Dr.
43 Charlie Katerba, Assistant Professor, Mathematics, and Sam Kujala, Director,
44 Institutional Research, presented on data literacy and the use of data.
- 45 • Wachholz College Center (WCC) - The Marshall Tucker Band kicked off the
46 spring season performances for the WCC. Matt Laughlin, WCC Director and his

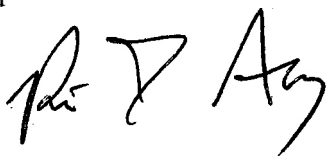
1 team are doing a great job booking performers, selling tickets, and taking care of
2 the performers. President Karas stated that tickets should only be purchased
3 through our WCC website.

- 4 • Business Professionals of America – President Karas shared a note from the
5 Business Professionals of America Region 1 Coordinator thanking us for allowing
6 them to host their regional competition on our campus.
- 7 • Business Days at the Capitol – President Karas attended the Montana Chamber of
8 Commerce’s Business Days in Helena on January 2nd and 3rd. Lorraine Clarno,
9 President and CEO of the Kalispell Chamber arranged for the Kalispell Chamber
10 group to meet with our local legislators.

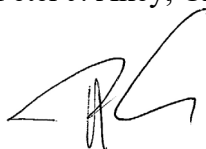
11
12 **VII. ADJOURNMENT**

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

14
15 sd

16
17 
18
19

20 _____
21 Peter J. Akey, Chairperson of the Board

22
23 
24

25 _____
26 Patrick Gulick, Secretary to the Board

Faculty Activities

January 2023

Business Faculty

- **Dr. Phil MacGregor** attended the 2022 Community College Cybersecurity Strategic Summit at the National Cybersecurity Training and Education Center at Whatcom Community College, Bellingham, WA. December 2022.

He also participated in the December and January MT High Tech Business Alliance meetings - Flathead Chapter.

- On January 10, FVCC once again hosted the Business Professionals of America Regional Conference for Northwest Montana. **Brenda Rudolph** has been hosting this conference for approximately 29 years (not including COVID). There were 166 high school students and advisors from Arlee, Ronan, Noxon, Flathead, Glacier, Shelby, and Thompson Falls High Schools.

The mission at Business Professionals of America is to develop and empower student leaders to discover their passion and change the world by creating unmatched opportunities in learning, professional growth and service. Students competed in events within several areas including Business Administration, Finance and Accounting, IT, Video Production, HR, Computer Programming, Graphics and Web Design, and Small Business Entrepreneurship.

The winners in these events will travel to Billing in March for the State BPA Conference and Anaheim California in May for the National Leadership Conference.

Humanities Faculty

- **Dr. Katie Clarke and Jillene Krause, ABD** - Communication Department - traveled to New Orleans in November to attend the 108th National Communication Association annual convention. At the conference, Katie offered two "Great Ideas for Teaching Students" presentations, and the two attended multiple sessions to increase pedagogical efficacy. Katie and Jillene also met with publishers to look at new materials for our department courses. It was encouraging to see how curriculum materials are becoming more accessible to a more diverse student population and evolving with changing times.
- **Rebecca Spear** served as a Kennedy Center American College Theatre Festival respondent for the University of Montana-Missoula's production of *The Call of the Wild*, an exciting new stage adaptation by Ian Frank of the beloved classic novel by Jack London. November 2022

Math Faculty

- **Dr. Charles Katerba** - made substantial progress on writing an e-book for STAT216 students on using the programming language R for data analysis and visualization. The structure of the book follows the course's textbook so that students can learn R alongside the more traditional introductory statistics. The book, hosted on GitHub, is freely

1 available for students and automatically updates as progress or edits are made. Interested
2 parties can check it out at http://ckaterba.github.io/stat216_r_book
3

- 4 ● **Tim Price** - During the Christmas break Tim spent time laying the groundwork for a
5 student project connected to an NSF grant application that he has been involved in with
6 MSU. The grant title is *Integrating Montana's Environmental Research with Smart*
7 *Sensors*, which involves development and testing of new optical sensors that will be used
8 to characterize vegetation and forest fires. His efforts over the break focused on writing
9 python code to process video images.

10 11 **Science & Engineering Faculty**

- 12 ● **Dr. Mirabai McCarthy and Dr. Wendy Westbroek** presented their undergraduate
13 research project on the potential antimicrobial activity of plants, lichen and fungi at the
14 8th Biennial National Idea Symposium of Biomedical Research Excellence (NISBRE).
15 This was a virtual poster session. December 2022
- 16
17 ● **Dr. Wendy Westbroek** participated as a reviewer on the peer-review grants panel for the
18 VentureWell "*Course and Faculty Program*". VentureWell is a private 501 organization
19 that funds and trains faculty and student innovators.
- 20
21 ● **Dr. Christina Relyea** attended the National Collegiate Honors Conference (NCHC) held
22 in Dallas, TX in November. The theme was "Centering Community" - with the
23 knowledge that students are far more likely to succeed when they feel they reside in
24 communities that value and understand them. Dr. Relyea is also serving a two-year term
25 on the NCHC two-year honors college committee and the NCHC honors Science,
26 Mathematics, & Sustainability Committee.

27 28 **Faculty Classroom Happenings**

- 29 ● **Dr. Heather Estrada and FVCC Agriculture program students and staff** have been
30 working to design a new tree fruit orchard and asparagus patch that will be planted this
31 Spring on the FVCC Campus Farm. In Fall 2022, students in the AGSC 202 Small
32 Acreage Farm Production class studied course materials and visited many local orchards
33 to learn as much as they could about tree fruit production. They then worked to create
34 plans for site preparation, orchard layout, and the selection of fruit tree varieties suitable
35 for our area. This Spring 2023, students will assist with crop planting and irrigation
36 design at the site. The orchard will allow the Agriculture program to offer new
37 educational opportunities to FVCC students and the community at large, as well as serve
38 as a demonstration site for local orchard pest management, pruning, and the harvest and
39 post-harvest stages of tree fruit production in northwestern Montana. In about 5 years, the
40 19 apple varieties, pears, plums, and asparagus will start yielding some really flavorful
41 and unique produce for the campus community.
- 42
43 ● **Carlin Hale** - The Substance Abuse Counseling program will be doing the second-ever
44 clinical practicum course this spring. There have been a lot of changes this past year in
45 the community in regards to outpatient treatment programs, which is exciting for our
46 students finishing the program in May and considering options for licensing internships.

1 The practicum course helps get their “feet in the door”, and helps them work on
2 strengthening professional skills to better prepare them for next steps. This course will
3 open the door for transition to paid internship and employment opportunities!
4

- 5 ● **Kate Hatfield and Taylor Stephens**, undergraduate research students of **Dr. Mirabai**
6 **McCarthy and Dr. Wendy Westbroek** presented their research at the November 18th
7 FVCC STEM colloquium: "A Place-Based Exploration of Novel Antimicrobial
8 Compounds".
9

- 10 ● **Nicole Sanford** - During the fall semester there were six student and faculty concerts that
11 took place in the brand-new Swank Recital Hall. The acoustics were absolutely stunning
12 and enhanced each and every performance.