

1 FLATHEAD VALLEY COMMUNITY COLLEGE  
2 BOARD OF TRUSTEES  
3 Regular Board Meeting  
4 Monday, December 18, 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, December 18, 2023.  
9

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

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

13 Peter Akey Callie Langohr Jamie Pickering  
14 Mary Ruby Travis Steindorf

15 Trustee Lyle Mitchell was absent. Also present were President Jane Karas and Suzanne  
16 DeCamp, 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**  
22 **November 27, 2023.**

23 Trustee Travis Steindorf moved that the Board of Trustees approve ITEM A  
24 under Section III, Consent Agenda. Trustee Pete Akey seconded the motion. The motion carried  
25 unanimously.  
26

27 **IV. MONTHLY REPORTS**

28 **A. Student Activities Report**

29 The Student Activities Report was submitted to the Board as a written report.  
30

31 **B. Faculty Activities Report**

32 The Faculty Activities Report was submitted to the Board as a written report.  
33

34 **C. Executive Staff Activities Report**

35 The Board acknowledged the Executive Staff for their informative reports.  
36

37 **V. COLLEGE ISSUES**

38 **A. Student Success: Enrollment Update**

39 Amber Paulson-Hofseth, Dean of Student Success, provided an update on  
40 enrollment data. She broke down the fall 2023 semester enrollment headcount into four groups;  
41 new degree seekers, returning degree seekers, non-degree, and running start. She was able to  
42 break the groups down even more and focused on the new degree seeking cohort from the eight  
43 in district high schools. From a recruiting standpoint, the data is very helpful.

1           **B.       Agriculture and Food Systems, AAS Program**

2           Dr. Bryan Brophy-Baermann, Vice President, Academic and Student Affairs  
3 presented the Board with a program proposal change for the Agriculture and Food Systems, AAS  
4 Program. The Curriculum Committee recommends that the Agriculture and Food Systems, AAS  
5 program be placed into moratorium. The program director resigned in August and there has been  
6 persistent low enrollment. Trustee Pete Akey moved that the Board of Trustees approve the  
7 Academic Program Proposal as submitted. Trustee Mary Ruby seconded the motion.  
8 Discussion surrounded around how long it would take to bring the program back. President  
9 Karas stated that it would not take very long, if there was interest. The maximum time that a  
10 program can be in moratorium is three years. With no further discussion, the motion carried  
11 unanimously.  
12

13           **C.       Board of Trustees’ Event Calendar**

14           President Karas reviewed the Trustees’ event calendar. The college will be closed  
15 for winter break, December 25<sup>th</sup>-January 2<sup>nd</sup>. The next Board meeting is scheduled for January  
16 22<sup>nd</sup>.  
17

18           **D.       President’s Report**

19           President Karas updated the Board on several items:

- 20           • Lisa Blank and her team have been working with Megan Rayome from our  
21 Lincoln County Campus (LCC) to add a welding program starting in January  
22 2024. Nomad and Applied Materials are expanding their businesses into Lincoln  
23 County, with those expansions, a need was identified in the community for more  
24 welders. Our LCC does not have welding space, we were able to partner with  
25 Libby High School to use their welding classroom.
  - 26           • Sarah Swanson, the Commissioner of the Department of Labor and Industry for  
27 the State of Montana, will be on campus tomorrow. President Karas will meet  
28 with Commissioner Swanson and give her a campus tour. In addition, there will  
29 be a meeting with several employers that FVCC has partnerships with.
  - 30           • The next all employee in-service will be on January 10<sup>th</sup>. We will be recognizing  
31 accomplishments from fall semester and will continue to work on data literacy.
  - 32           • President Karas provided an update on the new phone system. A contract with  
33 Lumen through Zoom is being reviewed. The new system will be more cost  
34 efficient. The college may be exploring cost saving options with cell phone  
35 carriers as well.
  - 36           • A breach of contract letter was sent to our student information system provider.  
37 FVCC will begin looking at replacement systems.
  - 38           • Fall semester 2023 ended with finals last week.
- 39

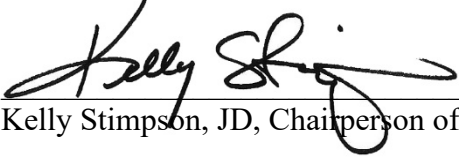
40           **E.       Board Self-Evaluation**

41           The Board reviewed their annual self-evaluation. The Board discussed the  
42 sections that were marked with a three (no opportunity to observe) and how they could identify  
43 other areas to observe. In addition, they recognized their major accomplishments including that  
44 all Board members attended the Board retreat and a successful succession plan was implemented.  
45 It was noted that only six of the seven trustees completed the evaluation. The seventh trustee had  
46 only served on the Board for two months.

1 **VI. ADJOURNMENT**

2 With no further discussion, the meeting was adjourned at 4:17 p.m.

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9 Kelly Stimpson, JD, Chairperson of the Board

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14 Travis Steindorf, Secretary to the Board