

FLATHEAD VALLEY COMMUNITY COLLEGE

AGENDA ITEM 4

IV. MONTHLY REPORTS

A. Executive Staff

BACKGROUND:

Executive Staff have prepared monthly summary reports of the activities of each of their respective areas.

Executive Staff Report	June 2025			
	Goal 1	Goal 2	Goal 3	Goal 4
	Increase Completion of Degrees and Certificates	Cultivate a Supportive Teaching and Learning Environment	Foster an environment of diversity, equity, and inclusion	Enhance institutional vitality
ACADEMIC AND STUDENT AFFAIRS				
Nursing: 10 Practical Nursing students started the program the last week of May. ASN program accepted 26 of the 42 qualified applicants for the next academic year which includes 2 LPN graduates transitioning to the RN program. We will readmit 2 students who were not successful last fall.	X	X	X	X
Career Services: Worked with the Physical Therapist Assistant (PTA) program: led an employer preparation workshop for the PTA students on May 27th; facilitated an employer panel including Q & A and mock interviews on May 28th. These students are scheduled to graduate in July 2025.	X	X	X	
Recruitment: Attended Whitefish Middle School Career Fair; hosted students from Columbia Falls High School for a group visit on campus; assisted with Taste of the Trades event for Kalispell Middle School.	X	X	X	
FOUNDATION				
\$110,347 raised from 678 gifts from May 13-June 12	X	X	X	X
Great Fish Community Challenge Application submitted	X	X	X	X
HUMAN RESOURCES				
Employee Happenings: Joining Us: Meredith Martinez - Continuing Education Coordinator Transfer: Leaving Us: Cortinie Brooks - ELL Instructional Coordinator; Rebecca Durham - Faculty, Natural Resources; Lloyd Haugen - Instructor, Machining; David Hudak - Instructor Electrical/Electronics; Charles Katerba - Director, Institutional Research; Thomas McDade - HVAC Instructor; Zen Parry - Grant Writer; Megan Rayome - LCC Director; Debbie Struck - Admin Associate III	X	X	X	X
Professional Development: Cybersecurity, Indian Education for All	X	X	X	X
Negotiations: Faculty, Adjunct Faculty, and Classified negotiations are ongoing	X	X	X	X
Policy and Procedure: Drug and Alcohol policy changes, new Safety policy, and Human Resource procedures are in the review process				
HCM/Payroll RFP is in the finalist review stage		X		X
MARKETING				
StoryCorps Mobile Studio arrived, held press event and coordinated 3 sessions for FVCC/WCC faculty and staff			X	
Supported Wachholz College Center Open House event 6/13			X	X
Ran CNC and PTA paid social campaigns to boost enrollement, resulting in full CNC class and increased interest in PTA program	X	X	X	X
WORKFORCE DEVELOPMENT				
Organized and facilitated Kalispell Middle School Taste of the Trades and Culinary full-day recruitment event. 120 8th grade students, 6 groups of 20 focusing on the practical use of math and science in culinary, surveying, HEO, CDL, HVAC, Electrical, CDL, Machining and Welding	X	X		X
Organized and facilitated UM Mansfield Center Community College Administrator Delegate visit from Ecuador to FVCC, June 12, 2025	X	X		X
Organized and facilitated panel presentation at Evergreen Chamber of Commerce with Rob Driscoll, SBDC				X

Adult Education				
Awarded additional \$2,563 from last year's adult education (AE) remaining funds, bringing our total additional grants this year to \$35,653. Purchased new technology for both FVCC and LCC classrooms, recovered funding for staffing salaries, purchased practice tests for GED, and provided a new course to students focused on beginning construction trades skills (carpentry, framing, electrical, plumbing, and more!).	X	X		X
As of June 5, AE has 227 enrolled students with 12+ reportable hours, 66 students have completed their high school equivalency diplomas; overall AE has served 326 individuals across Flathead, Lake, Lincoln and Sanders counties. Graduation is June 24th at 6:00 p.m. in WCC.	X			X
Culinary				
Chef Hudak earned Tips Certificate of Completion for Montana Annual Trainer Fidelity Check, MT Department of Revenue for enhanced instruction of student Seller/Server Training for Foundation events.	X	X		X
SBDC				
275% of 2025 goal, new business starts, 11, goal 4		X		X
Loan assistance, \$2,755,000 funded in loans since 1/2/2025, 125% of goal		X		X
FVCC student awarded summer placement in drone operations from SBDC advising on business plan and website development, same student is employed by FVCC Marketing Department		X	X	X