

FLATHEAD VALLEY COMMUNITY COLLEGE

AGENDA ITEMS 4-5

IV. MONTHLY REPORTS

A.-B. Monthly Reports

- A. Student Activities
- B. Executive Staff

BACKGROUND:

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

Student Activity Report

January 2024

Campus Recreation

Intramurals were held weekly on Tuesdays and Wednesdays. The last day of intramurals for the semester was December 3rd, followed by the highly anticipated Staff vs. Students Volleyball Tournament. The tournament featured three student teams and one staff team, with a total attendance of approximately 27 participants.

The next day, Campus Recreation hosted a Holiday Jingle and Mingle as a final celebration of the semester. The event included holiday karaoke, a white elephant gift exchange, an ugly sweater contest, and refreshments. Fifteen students attended the event.

Fitness Center

The Fitness Center has 144 enrolled student members. During the reporting period, there were 63 total check-ins by 25 unique users.

- The busiest time of day was **4:00 PM to 5:00 PM**, with 16 check-ins.
- The slowest times were **1:00 PM to 2:00 PM** and **6:00 PM to 7:00 PM**, with only 1 check-in each.
- Other notable time slots included **12:00 PM to 1:00 PM** with 12 check-ins and **3:00 PM to 4:00 PM** with 10 check-ins.

Mondays were the busiest day of the week, averaging 9 check-ins per day, while Thursdays were the slowest, with an average of 3 check-ins per day. Overall, the data highlights peak usage during late afternoons and early in the week.

Student Engagement

December was a shorter month for activities due to the semester break. Many student organizations held holiday break celebrations to close out the semester. These celebrations included pizza, Chick-fil-A, gift exchanges, and more.

A few clubs partnered with Student Wellness for Stress Less Day on Wednesday, December 4th, by hosting activities for students. Student Government concluded the semester by hosting a movie night at Signature Theatres on December 4th. The event drew 31 students to watch *Wicked* and 7 students to watch *Gladiator II*.

Additionally, a DIY holiday decoration station was set up in the Student Lounge during the first two weeks of December. Students could make wreaths and garlands while enjoying a hot chocolate and apple cider bar. The Food Pantry received 8 visits, serving 6 students during this two-week period.

Student Wellness Team

The Student Wellness Team hosted their semi-annual Stress Less Day the week before finals. The event offered a variety of activities designed to help students relax and destress. Activities included coloring, painting, self-care crafts, clay sculpting, playdough, stress ball-making, and interacting with therapy dogs. Over the course of the event, 20 students participated.

Executive Staff Report	January 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				
Recruitment & Enrollment: Mailed approximately 1,100 packets to high school seniors in Flathead & Lincoln Counties and across the state. Hired a new student recruitment coordinator, Doug Pummell.	X	X	X	
Nursing				
The nursing lab coordinator, Pam Klein successfully earned national certification in simulation education (CHSE).	X	X	X	X
The nursing clinical coordinator, Ruth Mayo, successfully completed an MSN in nursing leadership.	X	X	X	X
NCLEX-RN pass rates for 2024 are 95.6% (Montana-92.6%, National-91.1%) FVCC goal is 80% or within 10% of national average.	X	X		X
FOUNDATION				
Raised \$177,581 from 87 gifts from December 5-January 13	X	X	X	X
Major gift follow up and year end well wishes	X	X	X	X
New payment portal went live on January 6, 2025	X	X	X	X
HUMAN RESOURCES				
Employee Happenings:				
Joining Us: Frank Hale - Criminal Justice Faculty; Shelley Kingston - Custodian/Maintenance LCC; Kylee Meredith - Welding and Fabrication Instructor; Sabine Morgan - Admissions Associate; Douglas Pummell - Student Recruitment Coordinator	X	X	X	X
Transfer: Sean Gallagher - Entrepreneurship Director; Joshua Rutherford - Baking and Pastry Instructor				
Leaving Us: Bruce Higbee - Welding and Fabrication Instructor; Sandy Summerix - Student Recruitment Coordinator				
Professional Development: How to Use AI in the Workplace; Personal Budgeting and Financial Planning; Run, Lock, Fight; Think Again Book Discussion; Building High Performing Teams	X	X	X	X
Grants: Zero to Five grant to assist employees with their childcare needs is in process		X	X	X
INFORMATION TECHNOLOGY				
The new learning management system, Canvas, is now live for Spring term. Students have access to an orientation/training course called "Passport to Canvas" to help them become familiar with the new system and interface.		X	X	X
Received a grant for staff cybersecurity training and endpoint security to be implemented this year.				X
MARKETING				
Marketing team completed 2 days of team training and 2025 Strategy Planning	X	X	X	X
Marketing team worked with Continuing Education to complete and distribute the Spring 2025 Catalog	X	X	X	X
Marketing team completed redesign and replatforming of student and employee newsletters to moosend, that include capabilities for Continuing Education and FVCC Foundation as well as the ability to expand email marketing efforts	X	X	X	X

WORKFORCE DEVELOPMENT				
Adult Education				
Working with HR, we have developed an application and approval process for ELL volunteers, streamlining how we collect information and start background checks, which has resulted in volunteers joining in a more timely manner.		X	X	X
We have two IETs awaiting approval at the state. We have worked with OPI extensively so expect approval quickly. These are for Construction and Building Trades which will tie into the "Introduction to Construction Trades" CE course taking place at the end of March, and for CNC which ties to the CE course "Accelerated CNC Essentials" happening in February.	X		X	X
We have begun a more in-depth advising process with students upon enrollment to determine who is interested and eligible to take advantage of Running Start. At this time we have four students (2 in Kalispell and 2 in Libby) between the ages of 16-19 enrolled in our program who want to take classes while they work on completing their high school equivalency diplomas.	X	X	X	X
PROGRAM STATS UPDATE: At the end of quarter 2, Adult Education is exceeding the 23-24 program year in all areas reported to the state. We have 120 students with 12+ reportable hours, have had 24 students complete their high school equivalency diplomas, and overall have served 218 individuals.	X			X
Continuing Education				
CE experienced another record Fall registration, having 1070 students register for 1499 class sessions.		X	X	X
We are excited to be partnering with Trades Institute, Adult Education and the Paramedicine program on relevant new noncredit classes offered spring semester.	X			
For Contract Training, Lisa Jones instructed a workshop on Generations in the Workplace for Explore Whitefish. And, Allison McCarthy kicked off training with a 10th group of Bish's RV employees in the Jump Start for Supervisors & Managers program.		X		X
Culinary				
Maintained enrollment in both freshman and senior classes for Spring Semester	X	X		X
Completed Advisory Board Committee Member Review		X	X	
Occupational Trades				
Accelerated CNC Essentials - Short term career credential course has reached capacity with a waiting list of six students. Course syllabus and online interface are all ready to go.	X	X	X	X
Entertaining the possibility of coordinating internships with local manufacturers like Defiance, SHIELD, etc. for work-based learning opportunities. More to follow.	X	X		X
SBDC				
Libby economy picking up, spent day working with local businesses, assisted in \$300,000 loan and \$150,000 Main Street Grant from Helena.		X		X
Surveying				
Increased enrollment from fall with 15 students to 17 students for this spring	X		X	X
Grants				
AWARDED: MT DES Cybersecurity Grant; 12.26.24	X	X		X
UNDER DEVELOPMENT: Zero to Five	X	X	X	X
NEAR COMPLETION: Lowe's Grant	X	X		X