

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, July 24, 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, July 24, 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 Patrick Gulick Callie Langohr
14 Lyle Mitchell Mary Ruby Travis Steindorf

15 Also present were President Jane Karas and Suzanne DeCamp, Clerk of the District.
16

17 **II. PUBLIC COMMENT – None**
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19 **III. CONSENT ITEMS – ACTION**

20 **A. Approval of the minutes of the Regular Board of Trustees meeting on June**
21 **26, 2023.**

22 Trustee Travis Steindorf moved that the Board of Trustees approve ITEM A under
23 Section III, Consent Agenda. Trustee Mary Ruby seconded the motion. The motion carried
24 unanimously with seven (7) "yes" votes.
25

26 **IV. MONTHLY REPORTS**

27 **A. Executive Staff Activities Report**

28 The Board acknowledged the Executive Staff for their informative reports.
29

30 **V. COLLEGE ISSUES**

31 **A. Student Success: Kids College**

32 Luke Lavin, Director, Continuing Education provided an update on Kids
33 College. The program expanded from five to six weeks and also set records on the number of
34 classes offered, individual student registrations, people on the waitlist and first-day revenue.
35 Luke shared the breakdown of classes by grade range. Luke listed several highlights from this
36 year; hired a college aged assistant, added a number of new teachers and classes this summer,
37 offered a free cyber security camp that was funded through a grant and expanded experiential
38 learning academy. Popular weekly camps for high school students were welding, culinary class
39 and intro to heavy equipment ops. These camps expose high school students to different career
40 paths, give them an opportunity to experience what it will be like to be a college student on our
41 campus and connect to industry professionals.
42

43 **B. Board Policy, Chapter II – Organization, Section 10, Board of Trustees –**
44 **Second Reading**

45 President Karas reviewed the minor revisions to Board Policy, Chapter II -
46 Organization, Section 10, Board of Trustees. Trustee Travis Steindorf moved that the Board of

1 Trustees approve Board Policy, Chapter II – Organization, Section 10, Board of Trustees (second
2 reading as revised). Trustee Mary Ruby seconded the motion. With no further discussion, the
3 motion carried unanimously with seven (7) “yes” votes.
4

5 **C. Board Policy, Chapter I – Doctrine, Sections 60, 110, and 115 –**
6 **First Reading**

7 President Karas reviewed the one word change in Board Policy, Chapter I –
8 Doctrine, Section 60, Discrimination, Harassment, Sexual Misconduct, Stalking, and Retaliation.
9 There were no other changes recommended.

- 10 • Chapter I – Doctrine-Section 60 – Discrimination, Harassment, Sexual
- 11 Misconduct, Stalking, and Retaliation
- 12 • Chapter I – Doctrine-Section 110 – Health Related Conditions and
- 13 Communicable Diseases
- 14 • Chapter I – Doctrine-Section 115 - Freedom of Speech

15 Trustee Patrick Gulick moved that the Board of Trustees approve Board Policy, Chapter I –
16 Doctrine, Sections 60, 110, and 115 (first reading as revised). Trustee Travis Steindorf seconded
17 the motion. With no further discussion, the motion carried unanimously with seven (7) “yes”
18 votes.
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20 **D. Finance and Audit Committee Report**

21 **1. Fiscal Year 2024 Proposed Budget – Second Public Hearing**

22 The budget plan for FY24 (Second Reading) was developed and submitted to the
23 Board for review and action. President Karas explained a few minor changes to the budget since
24 the first reading. The state appropriations reversion was also calculated and reversed in the
25 formula, it was being taken out twice, the reduction was removed. The state entitlement funding
26 came in lower than we had originally anticipated, that number was updated. It looks like the
27 general mill levy will come in a little higher, but we won’t know the exact amount until the first
28 week in August. Trustee Travis Steindorf moved that the Board of Trustees approve the
29 Preliminary Fiscal Year 2024 Proposed Current Unrestricted (General Fund) budget (Second
30 Reading) of \$22,070,352. Trustee Patrick Gulick seconded the motion. With no further
31 discussion, the motion carried unanimously with seven (7) “yes” votes.
32

33 **E. Physical Therapy Assistant (PTA) Program Change**

34 President Karas reviewed the request to increase the Physical Therapy Assistant
35 (PTA) Program from a 72 to a 75 credit program. It would be beneficial if the clinical
36 experience in the final semester is increased to help the students be better prepared. If the FVCC
37 Board approves, it would then be submitted to the Board of Regents for their consideration and
38 approval. Trustee Patrick Gulick moved that the Board of Trustees approve the request to
39 increase the number of credits from 72 to 75 for the PTA Program. Trustee Mary Ruby
40 seconded the motion. With no further discussion, the motion passed with seven (7) “yes” votes.
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42 **F. Board of Trustees’ Event Calendar**

43 President Karas reviewed the Trustees’ event calendar. The next Board meeting
44 is scheduled for Tuesday, September 26th, there will not be a meeting in August because the
45 Board holds retreats to make up for the August meeting. The college will be closed on
46 September 4th in observance of Labor Day.

1 **G. President’s Report**

2 President Karas updated the Board on several items:

- 3 • Marketing – A new Executive Director of Marketing has been hired. Michele
- 4 Purcell will start on August 24th.
- 5 • Lincoln County – President Karas and Bryan Brophy-Baermann will be traveling
- 6 to Libby on Wednesday to visit the campus and meet with the Lincoln County
- 7 Commissioners.
- 8 • Chamber Luncheon and Governor’s Cup – The Kalispell Chamber will be holding
- 9 their luncheon on campus Thursday, the Governor will be speaking. Thursday
- 10 evening, the annual Governor’s Cup dinner will be held on the FVCC campus at
- 11 6:00 p.m.
- 12 • Vice President of Finance and Administration Position - The search committee
- 13 will be screening the applications tomorrow.
- 14 • Enrollment Numbers – Preliminary numbers for fall are looking strong, not as
- 15 good as FY18, but better than the past several years, we are moving in the right
- 16 direction.
- 17 • MSACC – Attended the Mountain States Association of Community Colleges
- 18 meeting earlier in July. It was helpful to meet with other community college
- 19 presidents from rural mountain states to discuss different issues that we are all
- 20 facing. Jee Hang Lee the President of ACCT attended as well. FVCC agreed to
- 21 be a partner in a grant with the ACCT.
- 22 • Accreditation – We received an accreditation letter from the Northwest
- 23 Commission on Colleges and Universities in response to the mid-cycle visit.
- 24 They identified that all five of the recommendations need improvement. We were
- 25 not as clear in our report as we could have been, making it difficult to find the
- 26 some of the information. We will ensure that the information is clearly identified
- 27 for our year six visit.
- 28 • ACCT Congress – Trustees Kelly Stimpson and Callie Langohr are attending and
- 29 presenting with President Karas.

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31 **VI. EXECUTIVE SESSION**

32 Chairperson Kelly Stimpson announced that the Board would go into Executive
33 Session to discuss a personnel matter. It was determined that the demand of individual privacy
34 clearly exceeded the merits of public disclosure and therefore she would close the meeting. The
35 meeting was closed at 4:15 p.m. The meeting was reconvened at 4:21. Trustee Callie Langohr
36 moved to increase the President’s retirement contribution by \$2,500. Trustee Patrick Gulick
37 seconded the motion. With no further discussion, the motion carried unanimously with seven (7)
38 “yes” votes.

1 **VII. ADJOURNMENT**

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

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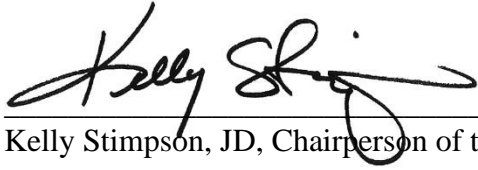
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Kelly Stimpson, JD, Chairperson of the Board