

1 FLATHEAD VALLEY COMMUNITY COLLEGE
2 BOARD OF TRUSTEES
3 Regular Board Meeting
4 Monday, July 27, 2020, 3:45 p.m.
5 Virtual Zoom Meeting
6

7 A regular meeting of the Flathead Valley Community College Board of Trustees convened at
8 3:45 p.m., Monday, July 27, 2020, via Zoom.
9

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

11 Chairperson Shannon Lund called the meeting to order at 3:47 p.m. The following Board
12 members were in attendance:

13
14 Peter Akey Patrick Gulick Mark Holston
15 Callie Langohr Lyle Mitchell
16

17 Also present were President Jane Karas and Monica Settles, Clerk of the District. Trustee
18 Kelly Stimpson was absent.
19

20 **II. PUBLIC COMMENT-None**
21

22 **III. CONSENT ITEMS - ACTION**

- 23 **A.** Approval of the minutes of the Board of Trustees Retreat on June 16, 2020, the
24 Regular Board of Trustees meeting on June 22, 2020 and the Special Board
25 Conference Call on July 8, 2020.
26 **B.** Next regular Board of Trustees meeting – September 21, 2020
27

28 Trustee Patrick Gulick moved that the Board of Trustees approve ITEMS A, & B Under Section
29 II, Consent Agenda-Action. Trustee Lyle Mitchell seconded the motion. The motion carried
30 unanimously with six (6) "yes" votes.
31

32 **IV. COMMENTS**

33 **A. Faculty**

34 **1. Faculty Activities Report**

35 The Faculty Activities report was submitted to the Board as a written report (see Attachment I).
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37 **B. Executive Staff Activities Report**

38 The Board of Trustees thanked the Executive Staff for their informative reports.
39 Trustees and President Karas noted all the hard work faculty and staff do every day to continue to
40 make FVCC an amazing place for students.
41

42 **V. COLLEGE ISSUES**

43 **A. Student Success: Virtual View Book**

44 Allison Linville, Executive Director, Marketing and Communications, presented
45 the Board with an overview of the new interactive digital view book and digital experience. The
46 college recently created a digital experience so that students can explore FVCC completely
47 online. The new digital experience and interactive digital view book offers a 360-degree tour of
48 campus, a short video and graphics about what FVCC has to offer and student testimonials.

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2 **B. Board Policy, Chapter II, Organization, Section 10, Board of Trustees**
3 **(Second Reading)**

4 The Board was presented with the Board Policy Chapter II, Organization, Section
5 10, Board of Trustees (Second Reading) for review and approval. No additional changes have
6 been made since the approval of the first reading. Trustee Mark Holston moved that the Board
7 approve Board Policy, Chapter II, Organization, Section 10, Board of Trustees (Second Reading).
8 Trustee Lyle Mitchell seconded the motion. With no further discussion, the motion carried
9 unanimously with six (6), “yes” votes.

10
11 **C. Board Policy, Chapter I, Doctrine, Section 60, Discrimination, Harassment,**
12 **Sexual Misconduct, Stalking and Retaliation (Frist Reading)**

13 The Board was presented with Board Policy, Chapter I, Doctrine, Section 60,
14 Discrimination, Harassment, Sexual Misconduct, Stalking and Retaliation (First Reading). It
15 was noted that this policy has been revised and reviewed by legal counsel. Due to recently
16 changed federal regulations, the policy was changed to align with all federal and state
17 requirements. Federal regulation states that the policy needs to be updated and posted by August
18 14, so in accordance with Board Policy, Chapter II, Organization, Section 60, the Board can
19 approve the immediate change and authorize use before the formal second reading takes place.
20 The second reading will be on the next Board agenda, on September 21. Trustee Patrick Gulick
21 moved that Board approve Board Policy, Chapter I, Doctrine, Section 60, Discrimination,
22 Harassment, Sexual Misconduct, Stalking and Retaliation Policy as submitted. Trustee Mark
23 Holston seconded the motion. With no further discussion, the motion carried unanimously with
24 six (6) “yes” votes.

25
26 **D. Board Policy, Chapter VII, Students (First Reading)**

27 The Board was presented with Board Policy, Chapter VII, Students (First
28 Reading) for review and approval. Trustee Peter Akey moved that the Board approve Board
29 Policy, Chapter VII, Students (First Reading). Trustee Mark Holston seconded the motion. With
30 no further discussion, the motion carried unanimously with six (6) “yes” votes.

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32 **E. Board Policy, Chapter VI, Section 100, Health Related Conditions and**
33 **Communicable Diseases (First Reading)**

34 The Board was presented with Board Policy, Chapter VI, Section 100, Health
35 Related Conditions and Communicable Diseases (First Reading) and move to Board Policy,
36 Chapter I, Doctrine, Section 110. The Board is being asked to review and approve the policy and
37 its move to from Chapter VI to Chapter I. The policy is being moved as it is applicable to
38 students, residence life, guests and employees. In addition, changes are being made to the policy
39 to follow Center for Disease Control (CDC) federal guidelines. Trustee Lyle Mitchell moved
40 that the Board approve Board Policy, Chapter VI, Section 100, Health Related Conditions and
41 Communicable Diseases and its move to Board Policy, Chapter I, Doctrine, Section 110. Trustee
42 Mark Holston seconded the motion. With no further discussion, the motion carried unanimously
43 with six (6) “yes” votes.

44
45 **F. Board Policy, Chapter I, Doctrine, Section 115, Freedom of Speech (Frist**
46 **Reading)**

47 The Board was presented with Board Policy, Chapter I, Doctrine, Section 115,
48 Freedom of Speech (First Reading). This is a new policy as this section was removed from

1 Board Policy, Chapter I, Doctrine, Section 60, to Board Policy, Chapter I, Section 115, Freedom
2 of Speech. The policy has received legal review. Trustee Peter Akey moved that the Board
3 approve Board Policy, Chapter I, Doctrine, Section 115, Freedom of Speech (First Reading).
4 Trustee Mark Holston seconded the motion. With no further discussion, the motion carried
5 unanimously with six (6) “yes” votes.
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7 **G. Finance and Audit Committee Update**

8 Trustee Peter Akey noted that the Finance and Audit Committee did meet prior to
9 the meeting and had a review of the second reading of the FY21 budget. The only change
10 indicated to the budget since the approval of the first public reading is the addition of some
11 allocated funds for \$265,136 from the Office of the Commissioner of Higher Education to help in
12 the costs of the college’s Running Start program. Following review of the proposed budget, the
13 Finance and Audit Committee recommends approval of the second reading of the fiscal year
14 2021 proposed budget.

15 **1. Fiscal Year 2021 Proposed Budget (Second Public Hearing)**

16 The budget plan for Fiscal Year 2021 (Second Reading) was developed
17 and submitted to the Board for review and action. Trustee Peter Akey moved that
18 the Board of Trustees approve the Fiscal Year 2021 Proposed Current
19 Unrestricted (General Fund) budget (Second Reading) of \$21,318,034. Trustee
20 Lyle Mitchell seconded the motion. With no further discussion, the motion
21 carried unanimously with six (6) “yes” votes.
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23 **H. Trustees Events Calendar**

24 President Karas reviewed the Trustees events calendar and noted that the All
25 Employee In-Service will be held on August 18, likely a virtual meeting. Semester classes begin
26 on Monday, August 24. The next regularly scheduled Board meeting is scheduled for Monday,
27 September 21, as there is no regularly scheduled Board meeting for the month of August.
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29 **I. President’s Update**

30 President Karas updated the Board on several items:

- 31 • Summer enrollment numbers are almost even with numbers from the same time
32 last year, down only about 1%. Fall enrollment has trended slightly higher. A
33 better idea of fall enrollment will be available as we get closer to the start of
34 classes.
- 35 • The Encore campaign has begun to ramp up again, with new materials being
36 produced and a new plan put in place to hopefully raise the remainder of the
37 fundraising goal and close out the campaign. The college did recently receive
38 some donations and matching money for the campaign.
- 39 • President Karas had put together a task force to discuss and prepare for the
40 upcoming semesters in regards to the ever changing requirements of Covid-19.
41 The task force made the recommendation to have classes begin early on August
42 24 and end early on November 25. In addition, the recommendations of the task
43 force were shared with employees. Some of the recommendations include,
44 updated operation dates for fall semester, virtual course availability, equipping
45 classrooms with IPEVO cameras and proper protective equipment (disinfectant
46 wipes, masks or face shields, proper social distancing seating), and offering face
47 coverings for all students, employees and guests.

- President Karas continues collaborative work on the community college funding formula. It is expected that another meeting will be held in August to continue these discussions.

VI. ADJOURNMENT

With no further discussion, the meeting was adjourned at 4:13 p.m.
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Shannon Lund, Chairperson of the Board

Kelly Stimpson, Secretary to the Board

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4 **Faculty Activity Report**
5 **July 2020**
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7 **Laura Van De Kop - Associate Professor - Math**

8 Dr. Effat Rady, Dr. Janice Alexander, and Laura VanDeKop attended a grant writing workshop
9 for the NSF Scholarships in STEM grant via Zoom June 11 - 12. The team was able to meet
10 with a potential researcher and develop the basic outline of a grant proposal. The grant would
11 provide \$78,000 per year in scholarships for low income STEM students as well as a student
12 support system including faculty mentoring for student cohorts. They are currently in the process
13 of seeking approval to pursue the grant.
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16 **Ruth Wrightsman - Professor - Biology and Biotechnology**

17 FVCC professors, Dr. Christina Relyea in natural resources, and Dr. Ruth Wrightsman in
18 biology, have been accepted to the Cold Spring Harbor Laboratory DNA Learning Center virtual
19 summer workshop, "US Ants". The US Ants project has enlisted teams of scientists, naturalists,
20 and citizen science groups from across the United States to collect and identify ant species using
21 DNA barcoding methodology. Dr. Relyea and Dr. Wrightsman will be working with Glacier
22 High School teachers, Sarah Conner and Stephanie Nadasi in the collection and analysis of
23 specimens.
24

25 The FVCC-Glacier HS "Ant Tracker" team will collaborate with the Cold Spring Harbor Lab
26 scientists via Zoom webinars. There are approximately 40 teams throughout the US participating
27 in US Ants, with the overall goal of collecting and analyzing ant species that have not previously
28 been identified using DNA barcode methods. The results of the study will be published in the
29 national DNA database, Genbank. Methods developed through the workshop will be utilized in
30 the FVCC biotechnology and natural resources courses and in Glacier HS biology courses.
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