

FLATHEAD VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Regular Board Meeting  
Monday, April 22, 2024, 3:45 p.m.  
Blake Hall 140

A regular meeting of the Flathead Valley Community College Board of Trustees convened at 3:45 p.m., Monday, April 22, 2024.

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

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

Peter Akey                                  Callie Langohr                                  Travis Steindorf

Trustees Lyle Mitchell, Jamie Pickering and Mary Ruby were absent with prior approval. Also present were President Jane Karas and Suzanne DeCamp, Clerk of the District.

**II. PUBLIC COMMENT – None**

**III. CONSENT ITEMS – ACTION**

**A. Approval of the minutes of the Regular Board of Trustees meeting on March 18, 2024.**

**B. Approval of the minutes of the Special Zoom Board of Trustees meeting on April 4, 2024.**

Trustee Pete Akey moved that the Board of Trustees approve ITEMS A and B under Section III, Consent Agenda. Trustee Travis Steindorf seconded the motion. The motion carried unanimously.

**IV. MONTHLY REPORTS**

**A. Student Activities Report**

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

**1. Student Award**

President Karas presented the Montana Student Volunteer Award Certificate from the Governor's Office and Montana Campus Compact to Freshman, Nattasha Dunbar. Nattasha was a running start student from Flathead High School and is majoring in nursing. Her service work has included mental health awareness and education.

**B. Faculty Activities Report**

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

Trustee Pete Akey commented that he enjoyed reading about former FVCC graduates who have come back to FVCC to give presentations to current classes.

**C. Executive Staff Activities Report**

The Board acknowledged the Executive Staff for their informative reports.

## V. COLLEGE ISSUES

### A. Faculty Tenure Recommendations

Robyn Hoggatt, Assistant Professor, Program Director - Surgical Technology and Carlin Phillips, Assistant Professor, Substance Abuse are being considered for tenure. The Faculty Tenure Review Committee and Vice-President, Bryan Brophy-Baermann reviewed their tenure portfolios and forwarded to President Karas with their recommendation that they be awarded tenure. President Karas strongly recommended that the Board of Trustees approve Robyn Hoggatt and Carlin Phillips' tenure applications.

Trustee Travis Steindorf moved that the Board of Trustees approve Robyn Hoggatt and Carlin Phillips' tenure applications. Trustee Callie Langohr seconded the motion. With no further discussion, the motion carried unanimously.

### B. Student Success: Web Technology and Graphic Design AAS Degree Programs

Dawn Rauscher, Associate Professor Graphic Design/Web Technology, presented several success stories of students who have graduated with their two-year degrees in both the Web Technology and Graphic Design AAS degree programs.

Two former students have started their own businesses. One designs and sells shirts and other promotional items at the Polebridge Mercantile, has an account with REI and over 50 different stores across the northwest territory. The other does graphic design and did all of the marketing for the Glacier Range Riders baseball team.

If you have seen the license plate for the Glacier National Park Conservancy, it was designed by their creative lead, a former FVCC student. The lead designer at The Montana Scene, a clothing and gift store based out of Kalispell is also an FVCC alum. Lastly, another FVCC graduate works for Flathead Electric as a design specialist and has won awards within the electricity field for best web-based project and best social media campaign.

### C. Finance and Audit Committee

#### 1. Disposal of Surplus Property Through Sale

The Board was presented with Resolution 24-5, Disposal of Surplus Property Through Sale. The college has found the surplus property has become obsolete and is no longer suitable for use by the Campus Farm Program. Trustee Pete Akey moved that the Board of Trustees approve Resolution 24-5, Disposal of Surplus Property Through Sale. Trustee Travis Steindorf seconded the motion. With no further discussion, the motion carried unanimously.

#### 2. Quarterly Finance Report – Quarter Ending March 31, 2024

President Karas summarized the quarterly financial report that was discussed at the Finance and Audit Committee prior to the Board meeting.

#### 3. Tuition and Fee Consideration for FY25

At its April meeting, the Budget Committee recommended a 2% increase in tuition in all resident categories (\$2.90/credit for in-district students, \$3.97/credit for out-of-district students, and \$8.36/per credit for out-of-state students.) for a recommended tuition of \$148.01 per credit for in-district students, \$202.63 per credit for out-of-district students and \$429.15 per credit for out-of-state residents. There was no increase in fees recommended. President Karas reported that the college should be able to help the students with financial aid and scholarships for any student who finds the increase in tuition burdensome.

President Karas noted that the college sent an e-mail to all students with the proposed increases, no comments were received. In addition, a student forum was held, two students attended, no negative comments were made.

Trustee Travis Steindorf moved that the Board of Trustees approve the recommended tuition increase as presented. Trustee Pete Akey seconded the motion. Trustees shared their appreciation for involving all stake holders in the process to get their input prior to making the decisions and for keeping the tuition increase low at 2%. With no further discussion, the motion carried unanimously.

**D. Board Policy, Chapter X – Communications and Marketing, Sections 10 and 20 – Second Reading**

Chairperson Kelly Stimpson presented Board Policy, Chapter X – Communications and Marketing, Sections 10 and 20. There were no changes recommended.

- Chapter X – Communications and Marketing, Section 10 – Public Information and Communications
- Chapter X – Communications and Marketing, Section 20 – Inspection and Copying of Public Records

Trustee Pete Akey moved that the Board of Trustees approve Board Policy, Chapter X – Communications and Marketing, Sections 10 and 20 (second reading). Trustee Travis Steindorf seconded the motion. With no further discussion, the motion carried unanimously.

**E. Board Policy, Chapter XI, Institutional Advancement and Development, Section 10 – Second Reading**

Chairperson Kelly Stimpson reviewed the name change made in Board Policy, Chapter XI, Institutional Advancement and Development, Section 10. There were no other changes recommended.

- Chapter XI – Institutional Advancement and Development, Section 10 – Fundraising and Solicitation Policy.

Trustee Travis Steindorf moved that the Board of Trustees approve Board Policy, Chapter XI, Institutional Advancement and Development, Section 10 (second reading as revised). Trustee Pete Akey seconded the motion. With no further discussion, the motion carried unanimously.

**F. Academic Program Proposals**

Bryan Brophy-Baermann, Vice President, Academic and Student Affairs presented the Board with three Academic Program Proposals for 2024-2025. During its April 5<sup>th</sup> meeting, the Curriculum Committee voted to recommend the following changes:

1. Medical Coding CTS (new)
2. Medical Coding AAS (moratorium)
3. Healthcare Office Management (moratorium)

Trustee Callie Langohr moved that the Board of Trustees approve the Academic Program proposal recommendations as submitted. Trustee Travis Steindorf seconded the motion. With no further discussion, the motion carried unanimously.

**G. Board of Trustees Events Calendar**

President Karas reviewed the Trustees events calendar. Commencement is on May 10<sup>th</sup>, at 6:00 p.m. at the Wachholz College Center. The next Board meeting is scheduled for May 20<sup>th</sup>, the three newly elected trustees will be sworn in at the meeting. The June Board meeting will be on the 24<sup>th</sup>, the Board will hear the first reading of the FY25 budget.

**H. President's Report**

President Karas updated the Board on several items:

- President Karas has been meeting with the other two community colleges discussing strategy for the upcoming legislative session. They have been working with the lobbyists to potentially ask for funding, in addition to base funding, to help the colleges and funding for a technology fund as technology continues to increase.
- Montana State University will be holding a groundbreaking ceremony at Logan Health for their new nursing building. The need for more nurses is high and the addition of this new building will help provide for more opportunities for nursing students. Many of our students go on to further their education at MSU to get their bachelors or masters degrees.
- The Achieving the Dream (ATD) coaches will be on campus next week to meet with FVCC faculty and staff. We are entering our fifth and possibly final year with ATD. We will review where we were when we started and where we are now. We will also discuss where we want to be in five years and what we need to do to get there.

**VI. EXECUTIVE SESSION**

**A. President's Annual Performance Evaluation**

Chairperson Kelly Stimpson announced that the Board would go into Executive Session to discuss the President's Annual Performance Evaluation. It was determined that the demand of individual privacy clearly exceeded the merits of public disclosure and therefore she would close the meeting. The meeting was closed at 4:14 p.m. The meeting was reconvened at 4:25 p.m.

**VII. ADJOURNMENT**

With no further discussion, the meeting was adjourned at 4:25 p.m.

sd

---

Kelly Stimpson, JD, Chairperson of the Board

---

Travis Steindorf, Secretary to the Board