

**BITTERROOT VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
5:30 PM, MONDAY, MARCH 6, 2023
Conference Room, 317 North 3rd Street, Hamilton, Montana
Virtual Attendance Option: [MS Teams Link](#)**

AGENDA

Agenda available at bvcommunitycollege.org/meetings; supplemental materials available by emailing district.clerk@bvcommunitycollege.org.

NOTICE: Agenda items may be posted or changed up to 48 hours in advance of any meeting. Please visit bvcommunitycollege.org/meetings 48 hours prior to any meeting for latest agenda.

*At this meeting the board takes official action on agenda items. Items of information and discussion are also on the agenda. **Public comment on items specifically listed on the agenda is taken when the item comes up for discussion and action.** Comments which may be construed as evaluative of the performance of a district employee are not allowed in an open meeting.*

1. Call to Order and Roll Call
2. Review, Revise, and Approve Agenda (Action)
3. Public Comment/Correspondence on Items Not on the Agenda
This is an opportunity for the public to bring to the board's attention any questions or relevant comments concerning district matters not on the agenda. The board is not permitted to take any action on matters brought to its attention unless the matter is specifically listed on a properly noticed agenda. Individual public comment in this section is limited to three (3) minutes.
4. Consent Agenda (Action)
 - A. Approve minutes from regular meeting, February 6, 2023 (*Attachment A*)
 - B. Approve minutes from Strategic Planning Special Committee meeting, February 21, 2023 (*Attachment B*)
 - C. Approve warrant list for February 2023 (*Attachment C*)
5. Reports/Announcements (Information)
 - A. Chair's Report
 - i. Chief Operations Officer Report (*Attachment D*)
 - a. FY2023 budget update (*Attachment E*)
 - b. Understanding the state appropriation (*Attachments F1, F2, and F3*)
 - B. Secretary's Report
 - C. Clerk's Report
 - D. Bookkeeper's Report (*Attachments G1 and G2*)
 - E. Communications Committee
 - F. Building and Grounds Committee

- G. Finance and Audit Committee
 - H. Human Resources Committee
 - I. Strategic Planning Special Committee
 - i. BVCC Campus Report for March 2023 Montana Board of Regents meeting (*Attachment H*)
6. New Business (Action)
- A. Recommendation to approve a candidate for a temporary hire to teach a non-college credit, Veterans Upward Bound Introduction to Computers course for spring 2023 (*Attachments I1 [Position Description] and I2 [candidate's resume & transcripts]*)
Executive Session - BVCC Board Policy, Section 2015
The chair may close a meeting during the time the discussion relates to a matter of individual privacy and then only if the chair determines the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains, and, in that event, the meeting must be open.
7. Policy Adoption and Review (Action)
- A. First Reading
 - i. Section 6000. Business and Fiscal Service (policies for annual review with suggested revisions in red) (*Attachment J*)
 - a. 6001. Definitions
 - b. 6005. Delegation of Authority, Business and Fiscal Services
 - c. 6010. Payment of Bills
 - d. 6015. Accounting System
 - e. 6020. Budget System
 - f. 6025. Investments
 - g. 6030. Purchasing
 - h. 6035. Bids and Contracts
 - i. 6040. Financial Audits
 - j. 6041. Financial Records
 - k. 6045. Assets
 - l. 6050. Insurance and Risk
 - m. 6055. Independent Foundations
 - n. 6060. Contributions and Gifts
 - o. 6065. Grants
 - B. Second Reading
 - i. Section 5000. Student Services (policies for annual review with suggested revisions in red) (*Attachment K*)
 - a. 5001. Definitions
 - b. 5005. Admission
 - c. 5010. Tuition and Fees
 - d. 5015. Financial Aid
 - e. 5020. Student Records
 - f. 5025. Student Code of Conduct

- g. 5030. Student Support Services
- h. 5035. Student Activities and Organizations
- i. 5040. Student Email

8. Adjournment