

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

President Elliott called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 4:00 p.m. on Thursday, January 17, 2013 at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Sheehan, Ware, West
Trustees absent: Student Trustee Davis

The regular and consent agendas for the January 17, 2013 meeting at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/Ware) unanimous.

The minutes from the December 13, 2012 Regular and Organizational meeting at Feather River College Learning Resource Center Room #103, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/West) unanimous.

A. ITEMS FROM THE PUBLIC

None

ADMINISTRATION OF THE OATH OF ALLEGIANCE – John Sheehan

Kevin Trutna, Superintendent/President administered the Oath of Allegiance to John Sheehan, Trustee District III.

B. CONSENT AGENDA

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, and Budget Augmentations and Reductions were approved as presented, (Ware/Schramel) unanimous.

C. REGULAR AGENDA

*** 1. Motion Items**

a) Kevin Trutna requested Approval of the 2013-2014 Non-Resident Tuition Fee for Feather River Community College District. He explained that the item had been revised and that revised agenda item worksheet material had been made available to Trustees and others in attendance. Dr. Trutna explained that the State of California allows community colleges to set the non-resident

tuition fee anywhere between the state-wide average up to the institution's actual expense of education which is currently calculated at \$247.00 per semester unit. He also explained that the District is requesting that the 2013-2014 non-resident tuition fee be established at \$185.00 per semester unit which falls within the parameters calculated on the worksheet and is \$1.00 over the statewide average, remaining competitive with other community colleges. After further discussion and there being no objection, the request for Approval to Establish the 2013-2014 Nonresident Tuition Fee for the Feather River Community College District at \$185.00 per semester unit was approved as amended, (Sheehan/Schramel) unanimous.

b) David Burris, Director of Human Resources/EEO requested Approval of Feather River Community College District Initial Proposal to AFT/CFT Local #4615, Full-Time Faculty. After further discussion and there being no objection, the request for Approval of Feather River Community College District Initial Proposal to AFT/CFT Local #4615 was approved as presented, (Sheehan/West) unanimous.

* 2. Roll Call Items

a) Jim Scoubes, Chief Financial Officer requested Approval to Participate in the 2012-2013 Fiscal Year Mid-Year Tax and Revenue Note (TRAN) Program. After further discussion and there being no objection, the request for Approval to Participate in the 2012-2013 Fiscal Year Mid-Year Tax and Revenue Note (TRAN) Program was approved as presented.

Ayes:	Elliott, Schramel, Sheehan, Ware, West
Noes:	None
Absent:	Student Trustee Davis
Abstain:	None

3. Special Items/Reports

a) Prior to turning over the presentation of the District's Quarterly Financial Status Report to Jim Scoubes, Kevin Trutna directed the Board's attention to the final page of the report that included the criteria and condition of recent District audit findings and the corrective action plans that have already been completed. He explained that this is the last time they will see this report since all findings have been corrected. Jim Scoubes then presented the District's Quarterly Financial Status Report as of December 31, 2012. He reviewed the Unrestricted General Fund Summary and reported that revenues for the period total \$4,296,139 and he added that this amount did not reflect the first installment of property taxes received in late December 2012 in the amount of \$1,932,000. Mr. Scoubes also reported on future anticipated apportionment deferrals while indicating that expenses for the period totaled \$5,715,361 or 46% of approved budget. In closing comments on his report, Mr. Scoubes additionally reported that he has been notified that Secure Rural Schools funding could become

available as early as Friday, January 18th and that he estimates the payment to be between \$200,000 and \$230,000.

- b) Kevin Trutna provided opening comments on the accreditation report by indicating that the report item would be the last of the Board reports on accreditation recommendations and that next month the Board would see the draft of the actual accreditation follow-up report. Derek Lerch, Dean of Instruction/CIO Interim provided a report to the Board of Trustees on accreditation recommendation number three, Communication of Institutional Quality and Performance and recommendation number seven, Training Program. He also provided information on the follow-up report shared-governance process, plans for the next few weeks, and a planning calendar he is developing for the 2018 visit. Dr. Trutna added that one of the things that can be done now to prepare for the next site visit in 2018 is to start cataloging decisions that the campus makes based on the Accreditation Standards.

4. Communications, Presentations, and Reports

- a) **Board of Trustees**

No Report

- b) **Associated Students**

No Report

- c) **Academic Senate**

Chris Connell, Academic Senate President reported that classes are back in session and he extended his appreciation to Kevin Trutna who had requested that the Academic Senate develop and submit strategic goals from its area to be included in the Strategic Plan. He stated that to his knowledge this was the first time that a formal request of this nature had been presented to the Senate.

- d) **Classified Senate**

Connie Litz, Classified Senate President reported that at its January 2013 meeting the Classified Senate reviewed administrative procedures regarding the terms and conditions of employment for classified managers and confidential staff and that good discussion and valuable comments were received for her to take back to the next meeting of Cabinet for further discussion.

- e) **Instruction**

Derek Lerch reported that the nursing program has been reaccredited and that Judy Mahan, Director of the Nursing Program put together a sizeable reaccreditation document and her request to expand the program from a 20 student cohort to a 30 student cohort was also approved through the reaccreditation process. Dr. Lerch added that Director Mahan also recently submitted a grant proposal application that if awarded would

provide funding for additional home health courses around the county and in Fall River Mills.

Dr. Lerch reported that with regards to enrollment the picture is becoming clear that despite the increase in the District's enrollment head count number the number of California residents that are being served is falling. He added that he won't know the exact size of the deficit until the census date in early February takes place. He provided information on a plan to increase FTES through additional classes in the Incarcerated Student Program (ISP) and second nine-week classes that will begin in late March primarily in an online format.

Dr. Lerch additionally reported that development of transfer degrees continues and a report to the Chancellor's Office will come due in a couple of weeks that will describe the transfer degrees currently being offered and which ones the College plans to implement over the next two years. In closing comments on his report, Dr. Lerch commented on the report due March 15, 2013 with regards to the assessment of student learning outcomes (SLOs) and progress being made on the course level assessment of these outcomes.

f) Student Services

Karen Pierson, Chief Student Services Officer reported that Student Services has been busy doing many things including forming cross-functional teams to improve services to students. She also reported that this is the period of time in which all classified staff receives employee evaluations and this has provided opportunities for rich meaningful discussions to take place as she meets with each classified staff person that she oversees. She also reported on the residence halls while indicating that 24 new students were found to replace those students that requested to be released from housing contracts. She additionally reported that academic advisors are working with the articulation officer to make sure the students have the greatest opportunity possible to transfer. Dr. Pierson also reported on an additional cross-functional team forming to come up with the details on a payment plan for students including what happens if students don't pay their tuition and when is the best time to collect tuition from students who have requested the payment plan option. Dr. Pierson's report also covered an analysis of GED testing site functions, the need to place additional focus on recruiting in-state residents, and the upcoming Cash for College events that provide general financial aid information as well as a chance for a local high school senior to win a \$1,000 scholarship if attendance at the event is sufficient.

g) Superintendent/President

Kevin Trutna referred to his written report to the Board of Trustees noting that he had requested staff input for the report and he had received numerous articles covering student and employee achievements. He gave credit to Nick Boyd and the facilities crew for restoring services as quickly as possible on Monday, January 14th when many rooms were left without heat during the cold temperatures. Dr. Trutna also noted that as he has

leaned on Derek Lerch to involve others in different reports, Dr. Lerch has in turn leaned on his staff to get the work done and he complemented both Senates for stepping up to the added responsibilities. Dr. Trutna explained that break-out sessions on increasing FTES was an exercise employees participated in during the January 10th Institutional Day event and some good ideas were put forth regarding what makes Feather River College unique and special and how enrollment can be increased. He added that employee years of service were also recognized at this event and he was inspired to see the years of dedicated service staff have given to the College. Dr. Trutna's report also contained information on the State budget, transfer model degree (TMC) curriculum and holding the CSU system, specifically CSU-Chico, to the promise of increasing transfer opportunities for community college students. Dr. Trutna concluded his reports with follow-up remarks on emergency preparedness, comments on the first draft of a Board training calendar, the ARCC report that will be presented at the February Board meeting, upcoming events at Feather River College and the interesting trip to Uganda that members of Enactus (formerly SIFE) recently returned from where they assisted local villagers with health and issues of water quality.

There being no further business, the meeting was adjourned at 4:58 p.m.

KT/ch