

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

President Burkey called the regular meeting of the Feather River Community College District Board of Trustees to order at 3:20 p.m. on May 24, 2007 at Feather River College Equine Studies Instructional Classroom, 570 Golden Eagle Avenue, Quincy, CA.

Trustees present: Burkey, Elliott, Marshall, Sheehan, Schramel, Student Trustee Russell

Trustees absent: None

Trustee Marshall reported that the Board of Trustees had met in closed session to discuss labor negotiations pursuant to Government Code Section 54957.8, and the process for selection of a new Superintendent upon the retirement of the current Superintendent in June 2008. Trustee Marshall reported that the search process for a new Superintendent will begin soon, and that more detailed action on timelines and progress will be reviewed at the June 21, 2007 Board meeting. He indicated that the search process will involve input from all stakeholders, e.g., faculty, staff, administration, and any others that the Board may wish to include in the process.

Dr. Carroll requested that the consent agenda be amended to reflect the addition of a late hire in a custodial position, Mr. Mark Downey. She also requested that the Board approve the conferring of the status of Professor Emeritus to Mr. John Probst. Dr. Carroll reported that this action had been approved by the Academic Senate, and that she would like to request formal adoption of the status by the Board.

Trustee Sheehan requested that the Consent Agenda be amended to reflect Approval to Delegate Conferring of Degrees to the Superintendent for the upcoming graduation ceremonies on May 26, 2007.

The regular and consent agendas for the May 24, 2007 meeting at Feather River College Equine Studies Instructional Classroom, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (Schramel/Elliott) unanimous.

The minutes of the regular meeting held on April 19, 2007 at Almanor Culinary Arts Center, 1451 Hwy 36, Chester, California were approved as presented, (Sheehan/Marshall) unanimous.

A. ITEMS FROM THE PUBLIC

Dr. Joan Parkin, English Instructor at Feather River College, requested to speak regarding Item C1e, Approval of FY 08 Tentative Budget. Ms. Parkin stated she was in favor of the hiring of a Political Science/History Instructor to replace Mr. Joseph Munoz who was retiring. She stated that Political Science classes are critical to preparing students for transfer to four year universities as well as being an integral part of the Liberal Studies Program. Ms. Parkin

also stated that she was a member of the search committee for the position, and that the committee had selected a candidate to be recommended for hire. She strongly recommended that the Board approve the hiring of this replacement position.

Dianne Lipscomb, Art Instructor at Feather River College, also requested to speak on Item C1e. She stated that she too was a member of the search committee for the Political Science/History instructor and that she was very impressed with the top candidate. Ms. Lipscomb stated that the addition of the recommended hire for Political Science/History would be someone who would serve the college well, and she urged the Board to approve the recommendation.

Lydia Sandlin, Feather River College student and member of the public, stated she also wished to speak to the issue of the Tentative Budget and the hiring of a Political Science/History Instructor. She stated that she was also on the search committee and found the top candidate to be an energetic, highly qualified individual with online teaching experience and an interest in introducing students to service learning, international relations, and comparative politics.

Tom Davis, Library Director at Feather River College, stated that he felt if the decision to remove the Political Science/History position from the budget was being made on financial grounds he felt the decision was short-sighted and would have a negative financial affect on the college. He stated that when the cost of paying overload to existing faculty and the hourly salary of associate faculty is calculated, the savings would not be as significant as first predicted.

Dr. Tom Heaney, History Instructor and Liberal Arts/Science Division Chair at Feather River College stated that he was the chair of the search committee for the Political Science/History Instructor. Dr. Heaney stated that he felt that the Political Science/History Instructor position is important because every transfer student who will be attending a four year university in the State of California or the University of Nevada is required to take Western Civilization or the American Political Science class. Dr. Heaney stated that if the position was funded Feather River College would not only be getting a new Political Science Instructor, but we would also be receiving a knowledgeable instructional leader for the campus.

Dr. Rob Fletcher, Anthropology and Sociology Instructor at Feather River College, stated he was also a member of the search committee for the Political Science/History position. He stated that he felt it was important to hire a replacement for the Political Science/History Instructor to continue the continuity of the program, and also to give the college the opportunity to move towards a curriculum centered on globalization. Dr. Fletcher urged the Board to fund the Political Science/History position.

Mike Welser, Business Instructor, and Faculty Union President at Feather River College stated he wished to address Item C1c, Approval of Tenure. He

stated that the Tenure Committee had recommended both Reed Peters and Chuck Mills for tenure, and that the faculty contract states that if someone is rejected for tenure, that the President must contact the Academic Senate and inform the committee. Mr. Welser stated that Reed Peters has an excellent record with Feather River College and a 25-0 winning record in the Golden Valley Baseball Conference. He stated he felt granting tenure for Reed Peters was appropriate and important for Mr. Peter's resume as he moved on to different employment opportunities in the field of athletics.

Mr. Welser also reported that he had met that morning with the District's negotiation team in an attempt to have another three year contract in place before graduation on May 26th. He stated a contract proposal has been submitted to the District and he would like to receive a response to that proposal as soon as possible.

Linda Batson, member of the public, reported that her nephew, David Batson, had attended the SIFE National Competition in Dallas, Texas, May 5th through May 9th. Ms. Batson stated that David was impressed with the SIFE team's presentation, and she added that he relayed that information to her in an enthusiastic telephone conversation after the SIFE team placed fifth in the nation at the conference. She wanted the Board to know how proud she was of the entire Feather River College's SIFE team and she wished them well in future competitions.

B. CONSENT AGENDA

*** Motion Items**

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

C. REGULAR AGENDA

*** 1. Motion Items**

- a) Susan Carroll, Superintendent/President introduced Russell Reid, Director Equine Studies, and requested that he present the request for Approval of Expenditure of Hay Purchase Exceeding Delegated Limits. Mr. Reid stated that each year, per the requirements of Public Contracts Code Section 20651, prior Board approval is required for purchases of goods, equipment, or supplies that exceed \$69,000. Mr. Reid reported that because the hay industry is very unstable and tends to vary weekly he recommended that efforts be made to purchase as much hay as possible to meet the projected need. The approval to expend up to 925 tons for \$152,625 for the purchase of hay for FY 07-08 was approved as presented, (Sheehan/Marshall) unanimous.
- b) Michael Bagley, Chief Instructional Officer, presented new and revised courses for board approval. He reported that the Curriculum Committee had

approved each of the courses, and that the Academic Senate had endorsed the committee's actions. Dr. Bagley reported that there were four new courses that demonstrated the health and vitality of the growing Equine Studies Program, and he also requested approval for new Fire Science courses being offered in conjunction with the Chester Fire Department. The new and revised course list was approved as presented, (Sheehan/Elliott) unanimous.

- c) Michael Bagley requested approval of tenure for Mr. Charles Mills, Equine Studies Instructor. Dr. Bagley reported that Mr. Mills has completed all the requirements for tenure, and that tenure has been recommended by his respective tenure committee, the Chief Instructional Officer, and the Superintendent/President. Dr. Bagley stated that tenure is a rigorous process over four years. The request for approval of tenure for Chuck Mills commencing with the FY 08 academic year was approved as presented, (Schramel/Elliott) unanimous.
- d) Jim Scoubes, Chief Financial Officer requested ratification of the Quarterly Financial Status Report, CCFS-311Q for the quarter ending March 31, 2007. Mr. Scoubes stated current projections show revenues exceeding expenditures by approximately \$160,000. Mr. Scoubes reported that current cash on hand is \$293,915, and he added that this figure was low because the property tax apportionment was not received until April. The request for approval of the Quarterly Financial Status Report, CCFS-311Q for the quarter ending March 31, 2007 was approved as presented, (Elliott/Sheehan) unanimous.
- e) Jim Scoubes requested approval of the FY 08 tentative budget. He stated that the FY 07 projected FTES is 1,395 and that this number is considered the base number with the State of California. Mr. Scoubes reported that as of April 30, 2007, the FTES were calculated at 1,374 which reflects a decrease in FTES of 21 or \$91,707.

Mr. Scoubes also reported that there were several items of consideration in reviewing the FY 08 tentative budget: 1) The state will need to provide stability funding to cover the FTES difference between FY 07 projected and actual. 2) If the District is able to restore FTES to 1,400 by the end of the fall 08 term, this would still result in deficit spending of \$172,035. 3) The FY 08 tentative budget includes one full time replacement faculty position. 4) The current available Beginning Fund Balance is projected at \$158,138 5) Additional costs related to student accident insurance, utilities, instructional supplies, and operational expenses are anticipated, but will not be known until late summer or later. 6) The 2007-08 projection of salaries and benefits includes a 4.53% COLA.

Trustee Sheehan stated he felt the COLA of 4.53% seemed high and asked Mr. Scoubes for insight on the figure. Mr. Scoubes reported that the information he was receiving from the state through the budget process indicated that the increase would be 4.53%, and he stated that this

percentage of increase would also apply to apportionment funding received from the state on FTES.

Trustee Elliott inquired whether or not any comparison cost studies had been completed with regards to hiring a replacement for the Political Science/History Instructor, or using full time faculty overload or associate faculty to teach the classes. Rick Stock, Academic Senate President, stated he did not have a spreadsheet available with the information, but that he felt what Tom Davis was referring to was that student retention equaled money saved.

Trustee Elliott stated that he had listened to many comments regarding the long term situation of hiring a replacement instructor, but that he felt it also important to take care of the short term situation. He stated that utilizing associate faculty to teach these classes is an option that must be considered unless other funding becomes available.

Dr. Michael Bagley, Chief Instructional Officer, reported that he had gone over the budget with Jim Scoubes, Chief Financial Officer, and did not see the funding available to complete the hire at this time. He added, although optimistic about increases in enrollment, he also realized that as an administrator he is obligated to be financially prudent.

The request for approval of the FY 08 Tentative Budget was approved as presented, (Sheehan/Schramel) unanimous.

- f) Jim Scoubes requested approval and authorization to seek financing for the purchase of a modular classroom building for Allied Health in the event the District's grant request is not funded or is only partially funded. He stated the cost of the modular building is \$139,955, while total project cost is estimated to be \$233,799. Mr. Scoubes reported that donations and secured funding amounts to date total \$65,000, which leaves a balance of \$168,799 in additional funding needed. He stated that the request is required in order to proceed with the ordering and fabrication of the modular classroom building, which could take approximately two months from the date of the order. The request for approval to seek financing for purchase of a modular building for Allied Health was approved as presented, (Elliott/Marshall) unanimous.

At 4:45 p.m., Trustee Marshall stated that due to another commitment he needed to leave, and he gave his approval on board agenda Items C1g and C1h.

- g) Nick Boyd, Interim Director of Facilities, requested approval of the Facility Use Agreement between the Feather River Community College District and the Central Plumas Recreation and Parks District for the use of athletic competition and practice fields at Feather River College. Mr. Boyd stated that this is a renewal of an agreement that is due to expire on July 1, 2007, and he encouraged the board to grant its approval. Michael Bagley, Chief Instructional Officer, reported that he had been working with Merle Trueblood,

Director of Operations and Events, Jim Boland, Director of Central Plumas Recreation and Parks District, and Nick Boyd on the agreement, and that he had received information that if the agreement was signed for twenty years the college could seek grants up to \$500,000 for some of the future projects under consideration.

Trustee Sheehan stated that although the agreements with Plumas Unified School District and Central Plumas Recreation and Parks District are good agreements with many benefits, they also place a burden on the college in that they constrain activities on the campus. Mr. Sheehan encouraged further discussion on the issue of signing a twenty year contract, however, he recommended approval of the ten year agreement as presented.

Jim Boland, Director, Central Plumas Recreation and Parks District, was present with Bruce Williams, member of the Board of Directors. Mr. Boland thanked everyone involved for their collaborative effort in putting together an agreement that not only meets the needs of Feather River College, the principle user, but also benefits and meets the needs of the community. He stated he is excited and enthusiastic about the new ten year agreement, and he thanked everyone involved for their commitment to the communities of Plumas County. The request to approve the facilities use agreement between Feather River College and the Central Plumas Recreation and Parks District was approved as presented, (Sheehan/Elliott) unanimous.

- h) Nick Boyd requested approval of a Memorandum of Understanding between the Feather River Community College District and the Plumas County Department of Public Works. Mr. Boyd stated board approval is required prior to commencement of work by the County on a multi-use pathway project in Quincy between State Route 70 and Feather River College. He stated that the County would agree to purchase the materials for the fencing required at their own cost, and that they would provide labor for the construction of said fence. Mr. Boyd indicated that Feather River College would agree to assume ownership of said fence and also maintain the fence and pathway as long as Feather River College owns the property. Mr. Boyd proposed an addendum be added for Article #6 that would change the language to read, "*At the colleges option* County agrees to provide labor and equipment for grading and gravel surfacing of said spoil material to construct a ranch-type access road, to be generally located adjacent to the pathway to be constructed, the costs of which are to be reimbursed by FRC to County at County's regular reimbursable rates for personnel and equipment and an agreed-upon rate for any necessary materials other than the placement and grading of said spoil material."

Trustee Elliott requested information on where exactly the proposed pathway would be constructed. Russell Reid stated the pathway will be constructed from State Route Hwy 70 at the River Ranch RV Park, and it will continue parallel down the fence line of Feather River College's property to Rutherford Avenue.

The request to approve the Memorandum of Understanding between Feather River Community College District and the Plumas County Department of Public Works was approved as modified, (Sheehan/Schramel) unanimous.

*** 2. Roll Call Items**

None

3. Special Items/Reports

- a) Sally Donovan, Institutional Research Title III, presented the Accountability Report for Community Colleges (ARCC) Focus on Results. Ms. Donovan stated that this report is the result of California State Assembly Bill AB 1417 which required that the Board of Governors of the California Community Colleges provide a means by which the colleges could conduct an annual evaluation of performance. She related that the report is designed to promote discussion at all levels, and that part of the review process is to have each district's Board of Trustees discuss their school's performance based on the factors covered by the report and use such discussion for future planning. Ms. Donovan reported that the Chancellor's Office will be receiving a copy of the Board of Trustees' minutes as documentation that the report had been presented as part of the reporting process.

Trustee Elliott inquired about the term "Persistence Rate" as it appeared under Peer Grouping Page 259. Ms. Donovan replied that "Persistence Rate" refers to students who enroll in a subsequent semester or return to Feather River College, and that student retention refers to a student who remains in school in a particular semester.

Trustee Sheehan thanked Ms. Donovan for presenting and discussing the ARCC report, and he indicated the review and information will be useful when comparing Feather River College to others in our peer group.

- b) Nick Boyd reported that the Quincy Community Services District has notified the District that its wastewater treatment plant is at capacity, and that they will not approve any further connections beyond existing commitments without approval through the District's permitting process. Mr. Boyd stated that this action will obviously pose a problem for the college's Allied Health Facility scheduled for construction this summer, and the Library/Technology Building scheduled for completion in late 2009. He reported that a letter has been drafted to be presented to the Quincy Community Services Board outlining the potential problems this decision will have. Mr. Boyd stated that his report was informational at this time, and that his department will be working closely with the Quincy Community Services District to resolve the issue.

- c) Jim Scoubes presented the District's Monthly Financial Status Report as of April 30, 2007. Mr. Scoubes stated that revenues and expenditures are in line with board-approved budget.

4. Communications, Presentations, and Reports

a) Trustee Reports

Trustee Sheehan extended an invitation to everyone to attend the Grand Opening of the FRC Community Trail scheduled for June 2, 2007, 9 a.m. to 11 a.m. He stated this would be an opportunity to enjoy the new trail, meet others in the community, and learn about proposed activities of Trails for Plumas County.

Trustee Sheehan also reported that the Secure Rural Schools Act had been re-authorized and funding is included in the appropriations bill currently being passed by Congress. Mr. Sheehan stated that there would be more discussion on the funding as information became available.

Trustee Elliott commented on the Strategic Planning session and indicated August would be a better date for a meeting to take place to discuss the Strategic Planning document.

b) Associated Students

Student Trustee Russell reported that ASFRC held a barbecue and volleyball tournament for students the previous week, and the event was well attended with six volleyball teams competing. Mr. Russell reported that there was a Phi Theta Kappa Induction Ceremony on May 17, 2007, and he reviewed the success of the SIFE Team at the national competition in Dallas, Texas. He stated that Lydia Sandlin would be the new Student Trustee for the upcoming year, and that he would be returning as ASFRC President. Mr. Russell thanked everyone for the opportunity to be a student representative on the Board of Trustees, and he was presented with a certificate of appreciation by Dr. Carroll, Superintendent/President.

c) Academic Senate

Rick Stock reported that Dr. Chris Connell, English Instructor, has been elected as the new Academic Senate President.

d) Classified Senate

No Report

e) Instruction

Dr. Michael Bagley, Chief Instructional Officer, reported that he would like to commend the Academic Senate for their hard work over the last year with faculty searches and Student Learning Outcomes. Dr. Bagley also commended President's Staff for their tireless work on budget, planning, and negotiations. He announced that Jerry Hoover has been approved as the new

Administration of Justice instructor, and that he is looking forward to having him on campus.

Russell Reid complimented Chuck Mills on the recent victory over CalPoly in an Equine Studies competition in San Luis Obispo. Mr. Reid reported that FRC students performed exceptionally well under Mr. Mills guidance, and that the event will be aired on television in September.

f) Student Services

Dennis Bailey-Fougner, Chief Student Services Officer, reported that the enrollment events for Equine Studies on April 30, 2007, and Day in the Mountains on May 5, 2007 were very successful. Mr. Bailey-Fougner reported that there were approximately 120 students registered for the fall semester as a result of these events. He extended his appreciation to all staff in both Instruction and Student Services who worked extremely hard to put these events together.

Mr. Bailey-Fougner reported that the Upward Bound Grant has been approved for four more years, and that his office is still awaiting details of the exact numbers and what areas received funding.

g) Superintendent/President

Susan Carroll, Superintendent/President, reported that the Grand Adventures Auction was held May 19, 2007, and that a good time was had by all who attended. Dr. Carroll thanked the staff who coordinated the event, and she reported that a substantial amount of funding had been raised for student scholarships.

Dr. Carroll reported that the Feather River College play, "The Importance of Being Ernest" had been performed May 10 through May 13 at the Town Hall Theatre. She stated that Terry Gallagher had directed the play and again had done an excellent job.

Dr. Carroll announced that graduation would take place on Saturday, May 26, 2007 at 10.00 a.m. She asked that all participants plan to be on campus by 9:30 a.m. for final preparations, and she extended an invitation to attend the reception to be held near the campus center after ceremonies ended.

There being no further business the meeting was adjourned at 5:30 p.m.

SC/ch