

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President Sheehan called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:09 p.m. on Thursday, July 16, 2015 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Sheehan, McNett, Meyers, Ware, Student Trustee Williamson

Trustees absent: Elliott

2. Closed Session Announcement:

President Sheehan announced that the Board of Trustees had met in Closed Session and that it had authorized the Superintendent/President to work with legal firm Maire (Burgess) and Deedon to finalize a resolution to pending litigation as noticed on the agenda.

3. Agenda

President Sheehan requested that the date in the title of agenda item 7A2 be corrected to read "Ratification of Tentative Agreement between the Feather River Community College District and California School Employees Association (CSEA) Local #712 effective July 1, 2015 through June 30, **2016**". There being no objection or further discussion the Regular and Consent Agendas were approved as amended (McNett/Ware/Sheehan/Meyers/Williamson Aye) (None Opposed) (Elliott Absent).

4. Minutes

President Sheehan requested that word "major" be corrected to read "mayor" on the final page of the minutes under the "Superintendent/President" report section. There being no objection or further discussion, the minutes from the Regular Meeting held on Thursday, June 18, 2015 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (McNett/Meyers/Sheehan/Ware/Williamson Aye) (None Opposed) (Elliott Absent).

5. Items from the Public:

None

6. Consent Agenda

*** A. Motion Items**

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations/Reductions, Approval of No-cost Memorandum of Understanding between Butte-Glenn Community College District (District) and Feather River College (Contractor) to extend the term end date to continue the roles and responsibilities of the parties as it relates to the

California Community Colleges online electronic admission application, Approval of Camp Residence and Food Services Agreement between Feather River Community College and Frank Bloksberg, Summer Aiki Retreat for food service and residence hall housing effective June 21, 2015 through June 27, 2015, Approval of Agreement between Feather River Community College District (DISTRICT) and Los Rios Community College District – Folsom Lake College/El Dorado Center for the purpose of outlining duties and responsibilities of each party as they relate to providing affiliated educational course for the AGENCY, Approval of Memorandum of Understanding between Feather River Community College and Moon's Restaurant for the purpose of outlining the specifics of the working relationship between the two parties for various sports camps in June and July 2015, Approval of Amendment #1 to Grant Agreement #14-157-013 between Board of Governor's (BOG), California Community Colleges Chancellor's Office and Feather River Community College District to augment 2014-2015 Workforce and Economic Development funds in the amount of \$5,000, Approval of Memorandum of Understanding (MOU) between Feather River Community College District (FRCCD) and Plumas County Office of Education to provide space on the FRCCD campus to be shared by the Foster, Homeless & Transitional Youth Services Program Liaison from the Plumas County Office of Education and Independent Living Program (ILP) Coordinator effective July 1, 2015 through June 30, 2016, Approval of Memorandum of Understanding (MOU) between Feather River Community College District (FRCCD) and the Independent Living Program (ILP) Coordinator to provide office space on the FRCCD campus to be shared by the ILP Coordinator and the Foster, Homeless & Transitional Youth Services Program Liaison effective July 1, 2015 through June 30, 2016, Approval of Updated Legal Services Agreement between Feather River Community College and Atkinson, Andelson, Loya, Rudd and Romo, A Professional Corporation for legal services effective July 1, 2015, Approval of Memorandum of Understanding (MOU) between Feather River College (Institution) and California partnership for Achieving Student Success (CalPASS) to become a member institution of the CalPASS program, Approval of Agreement between Feather River Community College District (DISTRICT) and Redwoods Community College District (AGENCY) for the purpose of outlining the duties and responsibilities of each party as they relate to providing affiliated educational course for the AGENCY, Approval of Agreement between Feather River Community College District (DISTRICT) and Hartnell Community College District (AGENCY) for the purpose of outlining the duties and responsibilities of each party as they relate to providing affiliated educational course for the AGENCY, and the Approval of Agreement between Feather River Community College District (DISTRICT) and Sonoma County Junior Community College District (AGENCY) for the purpose of outlining the duties and responsibilities of each party as they relate to providing affiliated education course for AGENCY were approved as presented, (Williamson/McNett/Sheehan/Meyers/Ware Aye) (None Opposed) (Elliott Absent).

7. Regular Agenda

*** A. Motion Items**

- 1) Kevin Trutna requested Ratification of 2015-2018 Collective Bargaining Agreement between Feather River Community College District and Feather River Federation of Teachers Associate Faculty Chapter #4615 AFT/CFT AFL-CIO. After further discussion and there being no objection, the request for Ratification of 2015-2018 Collective Bargaining Agreement between Feather River Community College District and Feather River Federation of Teachers Associate Faculty Chapter #4615 AFT/CFT AFL-CIO was approved as presented, McNett/Williamson/Sheehan/Meyers/Ware Aye) (None Opposed) (Elliott Absent).
- 2) Kevin Trutna requested Ratification of Tentative Agreement between the Feather River Community College District and California School Employees Association Local #712 effective July 1, 2015 through June 30, 2016. After further discussion and there being no objection, the request for Ratification of Tentative Agreement between the Feather River Community College District and California School Employees Association Local #712 effective July 1, 2015 through June 30, 2016 was approved as presented, (Meyers/McNett/Sheehan/Ware/Williamson Aye) (None Opposed) (Elliott Absent).
- 3) Kevin Trutna requested Ratification of Agreement between Feather River Community College District and Liebert Cassidy Whitmore, a Professional Corporation, to Provide Special Services as a Member of the Northern California Community College District Employment Relations Consortium. After further discussion and there being no objection, the request for Ratification of Agreement between Feather River Community College District and Liebert Cassidy Whitmore, a Professional Corporation, to Provide Special Services as a Member of the Northern California Community College District Employment Relations Consortium was approved as presented (Meyers/Ware/Sheehan/McNett/Williamson Aye) (None Opposed) (Elliott Absent).
- 4) Kevin Trutna requested Approval of Feather River Community College's Salary Schedules for the 2015-2016 Academic Year. After further discussion and explanation, the request for Approval of Feather River Community College's Salary Schedules for the 2015-2016 Academic Year was approved as presented, (Meyers/McNett/Sheehan/Ware/Williamson Aye) (None Opposed) (Elliott Absent).

*** B. Roll Call Items**

None

C. Special Items/Reports

- 1) Jim Scoubes, Chief Financial Officer presented the District's Quarterly Financial Status Report for the period ending June 30, 2015. He reviewed the Unrestricted General Fund reporting that expenditures for the period totaled \$12,945.404 and that this amount was substantially the same number spent for the prior year. He also reported that the numbers

generated for the report were from approximately two weeks prior and that he had generated a financial report that morning that would result in approximately \$350,000 in additional expenses to the report's expenditure total due to the final check run. He added that the revenue total of \$13,063,482 on page seven of the quarterly report would be adjusted according to FTES and any amount the state owes the District or vice versa and there was further discussion. Kevin Trutna added that the Board of Trustees had previously talked about the possibility of being able to review the final budget in August before approving it in September and he explained that between Jim Scoubes attending the budget workshop and the timeline for getting the Board packet out there would be some budget information provided in August just not the entire final budget and there was further discussion. Mr. Scoubes concluded his report by stating that the District has not received Secure Rural Schools funding for last year yet but that when it does arrive it should be approximately \$150,000 according to estimates. Trustee McNett asked about potential funding that he had heard about being set aside by the state for districts with pilot bachelor degree programs, and Derek Lerch reported that the state allocation amounts to \$6,000,000 but that he hasn't heard yet just how it will be divided up.

- 2) Kevin Trutna provided opening remarks on the report to the Board of Trustees on the progress, curriculum, and objectives of the college's first bachelor's degree. He stated that the group thought about the information it received from department representatives from both UC Davis and CSU-Chico as to what curriculum should be included in the degree. Dr. Trutna also stated that the draft curriculum and upper division course information contained in board packets had not yet been reviewed by members of the Curriculum Committee or Academic Senate. Russell Reid, Ag Chair and Equine Studies Instructor indicated that he had updated draft curriculum handouts to distribute and that he's confident that the college is heading in the right direction with the proposal that is expected to be submitted to the Curriculum Committee during the fall semester. There was further discussion of the work completed and Derek Lerch, Dean of Instruction /CIO provided information on some of the challenges that the group faced as it developed the framework and identity of FRC bachelor's degree and what should be included in it. Russell Reid echoed Dr. Lerch's comments and explained that his group chose to look at job description announcements in the field of ranch management and then match those employment skills and knowledge themes into four areas that included equine and cattle management, facility and mechanical management, resource and forage management, and business and personnel management. Mr. Reid went on to say that the group then took the four years of courses and lined them up with these areas to see how well prepared students graduating with the degree would be to work in the field. He noted that the draft degree curriculum leans heavily on the livestock courses and then management courses and less on facilities and foraging and there was further discussion that included where soft-skills would fit in. Trustee Meyers complemented Mr. Reid on his approach to stay focused on the applied because he agrees with the industry people

that this is where the need is. He stated that the opportunity to create curriculum and build a four-year degree from the ground up is a unique opportunity and he would encourage oversight particularly in the early years to make sure that the courses are taught with the applied focus in mind. Mr. Reid stated that with the staff meeting as regularly as it does and the directional leadership role provided by the Office of Instruction, he's confident he'll be able to stay on track with the direction he has planned for the degree. Dr. Lerch added that the smallness of the college lends itself to faculty respecting the expertise and opinions of people in other areas and that he does not see the approach turning adversarial at all. President Sheehan congratulated everyone on the work developed on the four-year degree to this point and that he wondered if the curriculum is robust enough to deal with future developments and modifications in the program that might be needed three years down the road here or elsewhere. He elaborated by indicating that he has three courses specifically in mind that might be used going forward including aquaculture production, agriculture regulations at the state and federal level, and agriculture tourism. Dr. Trutna responded that although these topics have been discussed before they are not currently the focus of the four-year degree now and there was further discussion.

- 3) Kevin Trutna reported that the agenda item was an informational report that displayed employer fixed payroll costs and the cost of medical benefits. President Sheehan mentioned that he was surprised that no position at the college appears to have triggered the field level rate of workers compensation insurance and there was further discussion.
- 4) Kevin Trutna provided opening comments and explanation on the FTES report and then turned the discussion over to Derek Lerch for further information. Dr. Lerch reported that at the end of the FTES year, institutions look for ways to maximize their FTES and as Dr. Trutna explained courses that cross fiscal years is one of the ways that FTES can be pushed forward or back depending on the need. He explained that several offices have been involved in looking very carefully at how courses were scheduled, categorized, and accounted for and that the student hours were posted correctly. Dr. Lerch reported that the P3 report FTES number came in very close to the 1,622 and he feels good about where it landed as it has been a multi-year process to recoup the FTES lost with the sun-setting of the Good Neighbor Policy and the tightening up of residency standards that the institution experienced. Dr. Lerch answered questions asked by Trustee Meyers concerning the lack of growth in on-campus and distance education courses and it was noted that community colleges state-wide are experiencing a softening of demand with the improvement in the economy.

Communications, Presentations, and Reports

1. Board of Trustees

Trustee McNett noted that former FRC student Cody Anderson is turning out to be an exceptional young man and an exceptional pitcher for the

Cleveland Indians. He reported that it's been 100 years since a rookie pitcher for the Cleveland Indians has started as well as he has. Trustee McNett stated that Mr. Anderson might be scheduled to pitch in Oakland around August 1st and that it would be exciting if the college could send a bus of fans to the city to watch the game as mentioned in Dr. Trutna's report to the Board of Trustees and there was additional discussion.

President Sheehan asked if Trustee Ware would be attending the pinning ceremony for the nursing program and she stated that she would.

2. Associated Students

Kelly Williamson, Student Trustee reported that she is looking forward to next month when classes resume and she has the opportunity to get to know the student body and see what they are interested in seeing happen this academic year. President Sheehan noted that hopefully Ms. Williamson will be able to attend one or more of the training opportunities offered by the Community College League on student trusteeship and she stated that she is interested in knowing more about the schedule of events.

3. Academic Senate

No Report

4. Classified Senate

No Report

5. Instruction

Derek Lerch reported that he is happy and proud to have the new relationships with the USFS and Chester Community Chorus. He explained that they are not huge FTES contracts for the District but they both have been good partners and it's been a good first year relationship. Dr. Lerch also reported that the District is in the process of writing a Substantive Change Proposal for the Accrediting Commission for Community and Junior Colleges (ACCJC) which is a document that provides a fairly complete picture of how the institution arrived at its decision to add the degree, how adding it fits in with the mission of the college, and how the college will go about supporting the degree program. Dr. Lerch added that he will be meeting with Karen Pierson, Chief Student Services Officer and her group on Monday, July 20th to talk about the impacts to some of the Student Services components including registration, billing, and financial aid. He also explained that the document is a serious document to write and that it is his goal to have it finished and delivered to the ACCJC this November. Dr. Lerch additionally reported that J. P. Tanner, new faculty Ag instructor, visited campus a week earlier than he expected and that he spent a good deal of time with Russell Reid and his group getting to know one another and talking about the types of courses that will be offered during the fall semester.

Derek Lerch also touched on the acceptance by the ACCJC of the District's accreditation mid-term report, and the students in the nursing

class that are finishing up clinicals at Enloe Medical Center this week in preparation for next Saturday's pinning ceremony.

6. Student Services

Karen Pierson informed the Board of Trustees that the District, in collaboration with Plumas County Mental Health, will be hosting a training opportunity for faculty and staff on recognizing and assisting students that might be at risk for mental health issues. Dr. Pierson explained that there is room for 30 individuals to attend the training, and she has 17 reserved spots, so if the Board knows of someone in the community that might have an interest in attending to please extend an invitation to them. She also reported that Student Services is gearing up to have students back on campus and that the residence halls will fill to about 75% capacity when the student athletes arrive on August 3rd and 4th and then it will fill beyond capacity when the rest of the student arrive to start the semester. Dr. Pierson also reported that her department is working with all of the community agencies to prepare opportunities for student athletes to get a physical and that this year an examination by a dental hygienist is being added in an effort to expand the services that the college offers. She additionally reported that New Student Orientation will take place on August 21st and the Network Fair will be included with 15 vendors from the community and 15 from the college participating. She added that entertainment will be included and has been increased to continue on into the evening. Dr. Pierson stated that she hopes to have the counseling services employees moved into the vacated admissions and records space this summer and there has been discussion about creating a Student Success Center because so much of what is done there is funded by equity and its focus on academic support and student life and success.

7) Superintendent/President

Kevin Trutna reported on recent search committee progress by stating that he had recently signed an offer of employment for a director of the hatchery, Karen Pierson has finalized the director of the child development center position, and work continues on the selection of a candidate for the outreach advisor. Dr. Trutna also stated that you never really know to what extent Feather River College reaches out to students and their families, and he spoke about people coming up to him when he's wearing his FRC tee-shirt and want to talk about the college and how it's doing. He explained that his daughter is a high school junior right now and while they were planning a visit to a college they ended up selecting a small private college Dominican University. He explained that while visiting the website to sign up for a college tour, he saw and recognized the name Katy Batchelder, an FRC graduate and current student ambassador at Dominican University who is now the videographer for the San Francisco Giants games. He shared the connection as a way of emphasizing the many ways that FRC reaches out and influences students to make their dream jobs a reality. In closing comments on his report, Dr. Trutna mentioned that next month a resolution will be presented to Jesse Segura, the Master Facilities Plan may be on for Board approval, and that the accreditation process will continue to be rolled out. He also reported that

Rajinder Gill is still scheduled to provide the Board of Trustees with a presentation on the Industry Driven Regional Collaborative (IDRC) grant.

There being no further business, the meeting was adjourned at 4:35 p.m.

KT/ch