

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 3:00 p.m. on Thursday, July 21, 2011 at Feather River College, Learning Resource Center Building Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Shamberger, Sheehan, Student Trustee
Burfeind
Trustees absent: West

President Elliott announced that the Board of Trustees had met in Closed Session and that no action had been taken.

Ron Taylor, Superintendent/President, requested that Requisition #FR000407 in consent agenda Item B1a be amended to read, "Accreditation Liaison – Classified" instead of "Accreditation Liaison Officer – Classified" and that Requisition #FR000408 be amended to read, "Accreditation Liaison – Faculty" instead of "Accreditation Liaison Officer – Faculty". He explained that the inclusion of the word, "Officer" is a clerical error because technically the Chief Instructional Officer is the Accreditation Liaison Officer for the District and he did not want there to be any confusion on the issue. Dr. Taylor also requested that Report Item C3d, "Report on Capital Outlay Plan" be moved from the report section of the agenda to the Motion Items section of the Regular Agenda as agenda item #C1f, "Approval of Five-Year Capital Outlay Plan". He explained that information has been received from the Chancellor's Office that action and approval by the Board of Trustees is due and needed on a five-year capital outlay plan. There being no objection or further discussion, the regular and consent agendas for the July 21, 2011 meeting at Feather River College, Learning Resource Center Building Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (Schramel/Sheehan) unanimous

The minutes of the Regular Meeting held on June 16, 2011, and the Special Meetings held on June 20, 2011 and June 23, 2011 were approved as presented, (Shamberger/Schramel) unanimous.

A. ITEMS FROM THE PUBLIC

None

B. CONSENT AGENDA

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations and Reductions, the Approval of Agreement between Feather River College and Liebert Cassidy Whitmore for Special Services related to the Northern California Community

College District Employment Consortium, and Approval of Retainer Agreement between Feather River Community College District and School and College Legal Services of California for 2011-2012 legal services effective July 1, 2012 were approved as amended, (Sheehan/Shamberger) unanimous.

C. REGULAR AGENDA

*** 1. Motion Items**

a) Ron Taylor requested Approval of BP/AP 7211, Equivalency and Minimum Qualifications for Faculty and Administrators. He stated that the policy item has been a project put forth through the Academic Senate and that members of the faculty play a special role in the policy and they are intended to be the primary recommenders to work with administration and the Board of Trustees to set the standards for equivalent qualifications to the ones listed as minimum qualifications state-wide. After further discussion and there being no objection, the request for Approval of BP/AP 7211, Equivalency and Minimum Qualifications for Faculty and Administrators was approved as presented, (Sheehan/Schramel) unanimous.

b) Ron Taylor requested Approval to Hire Leslie Mikesell as Director of Admissions and Records/Registrar effective July 1, 2011. There being no objection or further discussion, the request for Approval to Hire Leslie Mikesell as Director of Admissions and Records/Registrar effective July 1, 2011 was approved as presented, (Shamberger/Sheehan) unanimous.

c) Jim Scoubes, Chief Financial Officer, requested Approval to Hire Theo Jackson as Bookstore Manager effective August 1, 2011. He stated that Mr. Jackson has been the Interim Bookstore Manager for the past year and prior to his interim position he had extensive and long-term experience as the assistant to the previous Bookstore Manager. There being no objection or further discussion, the request for Approval to Hire Theo Jackson as Bookstore Manager effective August 1, 2011 was approved as presented, (Schramel/Shamberger) unanimous.

d) Jim Scoubes requested Approval to Hire Michael Miller as Food Services Manager effective August 1, 2011. He stated that interest in the position generated approximately thirty applications and that Michael Miller was the candidate selected from the pool of applicants for the position. There being no objection or further discussion, the request for Approval to Hire Michael Miller as Food Services Manager effective August 1, 2011 was approved as presented, (Shamberger/Burfeind) unanimous.

e) Ron Taylor requested Approval to Hire Dr. Karen Pierson as Chief Student Services Officer effective July 25, 2011. He stated that there was an outstanding pool of candidates for the position and he would like to recommend that the Board of Trustees approve his recommendation that Dr. Karen Pierson be hired for the position. Dr. Taylor reported that most recently Dr. Pierson served as Vice President of Student Development and Success at

Northern Iowa Area Community College (NIACC) in Mason City, Iowa and she has held other positions in the State of Iowa including Assistant Dean of Vocational Instruction at Iowa Valley Community College District in Marshalltown, Iowa, Director of Career, Counseling, and Health Services at Briar Cliff College in Sioux City, Iowa, and counselor at Northwest Missouri State University in Maryville, Missouri. Dr. Taylor also reported that Ms. Pierson has a doctorate in Professional Studies in Higher Education from Iowa State University, a masters degree in Student Personnel from the University of Nebraska, and a bachelor's degree in psychology and sociology from Northwest Missouri State University. After further discussion and there being no objection, the request for Approval to Hire Dr. Karen Pierson as Chief Student Services Officer effective July 25, 2011 was approved as presented, (Shamberger/Sheehan) unanimous.

f) Nick Boyd, Director of Facilities requested Approval of Five-Year Capital Outlay Plan. He reported that the Chancellor's Office requires that the District submit a five-year construction or capital outlay plan and he noted that the Learning Resource Center Construction Project is an example of part of this plan requirement. Mr. Boyd referred to a previously distributed two-page handout that reflected the projects to be included in the District's Five-Year Capital Outlay Plan submission as: 1) Learning Resource Center and Technology Building, 2) Gym Modernization 3) Vacating Temporary Structures 4) Humanities Building, 5) CDC Replacement and Renovation. Trustee Sheehan asked for clarification on what temporary structures Mr. Boyd was referring to and Mr. Boyd replied these would be the original campus structures currently housing administration, library, and multiple classrooms on the upper campus. After further discussion and there being no objection, the request for Approval of Five-Year Capital Outlay Plan was approved as presented, (Sheehan/Shamberger) unanimous.

* 2. Roll Call Items

a) Ron Taylor requested Approval of Resolution #11/12-01 – Approval of Contract Agreement with the California Department of Education for the Purpose of Providing State Child Care and Development Services. He stated that the contract agreement with the California State Department of Education allows for pre-school services to be offered at the Child Development Center. There being no objection or further discussion, the request for Approval of Resolution #11/12-01 – Approval of Contract Agreement with the California Department of Education for the Purpose of Providing State Child Care and Development Services was approved as presented.

Ayes: Elliott, Schramel, Shamberger, Sheehan, Student Trustee
Burfeind
Noes: None
Absent: West
Abstain: None

b) Ron Taylor requested Approval of Resolution #11/12-02 – Approval of 2011-2012 General Child Development Contract. He stated that the contract

covers additional general child care and developmental services at the Child Development Center. There being no objection or further discussion, the request for Approval of Resolution #11/12-02 – Approval of 2011-2012 General Child Development Contract was approved as presented.

Ayes: Elliott, Schramel, Shamberger, Sheehan, Student Trustee
Burfiend

Noes:

Absent: West

Abstain: None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Quarterly Financial Status Report as of June 30, 2011. He referred to page five of the report that covered the Unrestricted General Fund Summary and he reported that revenues stand at \$12,206,678 or 92% of approved budget and that expenditures total \$12,125,714, again an even 92% of approved budget. Mr. Scoubes also reported that there is still work to be completed as the Office of Business Services works to close the books for the 2010-2011 year and that there is the potential of needing to use \$100,000 of the estimated \$695,871 beginning fund balance to accomplish this. President Elliott and Trustee Sheehan requested clarification of the Capital Outlay Fund account 40050, BOT Reserve/Forest Receipts reflected on page two and Mr. Scoubes reported that of the \$560,346 reflected in the report, \$400,000 of this amount was a portion of the recently Board approved transfer of these funds to cover costs overruns on the Learning Resource Center Construction Project. There was also clarification on the 6000 Capital Outlay fund amount totaling \$109,319 reflected on page five of the report and Mr. Scoubes reported that this amount could include the purchase of equipment or other items in a different capital outlay classification that the LRC building. Trustee Sheehan additionally asked if Mr. Scoubes if he had received final numbers from the State on the status of funding for the current fiscal year and Mr. Scoubes stated that he had and that these numbers will be used to submit the Final Budget for Board approval in August or September. He summarized these numbers to be similar to the 2010-2011 year and better than the numbers submitted to the Board in the Tentative Budget.
- b) Jim Scoubes provided the Board of Trustees with a report on Cost/Revenue Reconciliation for the Learning Resource Center Construction Project. He noted that the report was in response to the Board's June 23, 2011 request that other sources of funding be explored to offset some of the cost overruns on the LRC building. There was review and discussion of the backup documentation on the issue that included restricted funding and block grants and a financial progress report as of June 30, 2011 reflecting budgeted expenditures, actual expenditures and their differences as well as change orders by divisions, pending issues, and a reconciliation of the State approved expenditure budget (adjusted) to the District Banner system.

- c) Jim Scoubes provided the Board of Trustees with a special report on the status of the State budget. He read from a prepared statement indicating that using the authority provided by the voters in November 2010 through Proposition 25, the legislature passed the 2011-2012 Budget Act, SB 87 with a simple majority vote rather than the two-thirds vote normally required over the past several decades. He noted that while Proposition 25 gave the majority Democrats the opportunity to pass the budget without Republican support, it did not give them the same authority to raise revenues which is a big issue with the current budget situation. Mr. Scoubes reported that even with the current budget there is a three billion dollar deficit going into the 2012-2013 year if everything plays out the way the State projects that it will. He also reported that the final budget assumes that General Fund expenditures will total 85.9 billion dollars, a decrease of 5.5 billion dollars from the 2010-2011 fiscal year and that the State Department of Finance had projected 6.6 billion dollars in new unanticipated revenues at the May revise. He additionally reported that the Final Budget assumes an additional four billion in revenues will help to close the gap and in case the projections do not play out the way the State anticipates, revenues will be reviewed in December 2011 and a three tier system approach to cuts would be considered. Mr. Scoubes explained the three tiers approach and he added that Proposition 98 funding would likely remain flat with K12 experiencing 2.1 billion in deferrals and cuts to higher education in general likely to total 1.7 billion. In closing comments, Mr. Scoubes explained cuts to community colleges would total 400 million dollars in base apportionments and another 110 million in increased revenues through additional student enrollment fees and an additional 129 million in new deferrals bringing total deferrals to community colleges to 961 million dollars or 17 percent of the budget. He also reported that there is no Cost of Living Adjustment (COLA) or growth funding included in the final 2011-12 budget or restoration of any categorical program reductions enacted in 2009, but that there was an extension of categorical funding flexibility through 2014-2015. He also covered risks to community colleges with the new budget as being the mid-year trigger revenue review on December 15, 2011, fee shortages based on preliminary figures for the 2010-2011 year based on increased waivers granted to students, and the fact that the State assumes 11.8 billion in revenues in excess of what was estimated in January 2011.

Trustee Sheehan stated that when the Board adopted the Tentative Budget, they used three methods to implement reductions that included tapping previously undesignated reserves, a 7.5% cut in compensation for all employees beginning July 2011, and position reductions in management, faculty, and classified areas as well as reductions in other expenditures and operational budgets. Trustee Sheehan maintained that changes in the State budget would likely have significant effect on the implementation of these reductions this month and next and Mr. Scoubes concurred.

4. Communications, Presentations, and Reports

a) Board of Trustees

Trustee Sheehan reported that he had attended a webinar on the Secure Rural Schools Program and there was no indication on what progress is being made on appropriating additional funding.

b) Associated Students

No Report

c) Academic Senate

No Report

d) Classified Senate

Connie Litz, Classified Senate President, reported that the Classified Senate does not meet during the month of July, however in June they began the process of reviewing the unit's constitution bylaws for needed updates.

e) Instruction

Derek Lerch, Dean of Instruction, stated that the Board is likely aware that the College is in an accreditation year and that the institution is in the phase where the faculty accreditation liaison is continuing work on a draft of the self-study as he receives information from the accreditation ad-hoc sub-committees that were following up on preliminary writings. Dr. Lerch also reported that he expects a draft of the self-study to be distributed to the campus community in mid-August and that comments and suggestions will then be incorporated into the next reiteration which will be provided to the Board for its review in December. He also reported that he has been working with Brian Murphy, Coordinator of Institutional Research and Planning, and Malia Hard, M.I.S. Specialist, on where enrollment numbers are trending for fall 2011 and what effect the legislative workload reduction recommendation will have on these numbers and the funding the District will receive. Dr. Lerch noted that although these numbers tend to fluctuate a great deal, they do appear to be improving and the anticipated workload reduction has decreased. He added that if this continues to be the case, the District will be able to serve more students than originally thought and a clearer picture will be known on this issue in the near future. He additionally reported that a couple of weeks ago enrollment numbers for the fall 2011 semester were significantly over enrollment numbers from the same time last year, but that this number has pulled back over the last week and he will continue to monitor it closely in preparation for course cancellations should they become necessary.

f) Student Services

No Report

g) Superintendent/President

Ron Taylor welcomed President Elliott back from his recent stay in the hospital and acknowledged the sacrifices that Board members make as they serve the institution. He also welcomed Derek Lerch to his new role as Dean

of Instruction and Karen Pierson as she rounds out the administrative team as Chief Student Services Officer at Feather River College. Dr. Taylor also reported that the current team of administrators had recently participated in an administrative retreat at Donner Summit in preparation for the new educational term. Dr. Taylor also mentioned that he is proceeding with looking at the issues regarding redistricting and he has spoken with Steve Allen and will work with County staff to set a meeting to start the necessary data analysis.

Dr. Taylor also reported that the federal government and its budget is currently being affected by the debt ceiling issue and he is hopeful that the issue works itself out because some of the Department of Education funding as well as forest reserve funding may be at issue. He added that the federal government has been implementing rule changes for accreditation and two that the institution has had to prepare for and that were implemented July 1, 2011 involve one referred to as the, "Gainful Employment Rule" which insists that institutions of higher education track whether graduates and certificate recipients who are in vocational training programs actually are able to obtain gainful employment. He also stated that another rule referred to as the, "State Authorization Rule" that was as of two days ago vacated by a judge in Washington would have made it a requirement that institutions operating distance education programs with residents of other states secure the authorization of those states to do so. Dr. Taylor also reported that the community college and state university systems were recently awarded a one million dollar grant from the federal government to implement the state-wide effort to improve completion rates at the bachelor's degree level.

There being no further business, the meeting was adjourned at 4:13 p.m.

RT/ch