

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

PUBLIC HEARING – FINAL BUDGET 07/08

A public hearing on the Final Budget for FY 2007/08 was called to order by Board President Irene Burkey at 1:33 p.m. at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

President Burkey asked three times if there were any comments on the Feather River College Final Budget for 2007/08. There being no comments, President Burkey declared the public hearing closed.

President Burkey called the regular meeting of the Feather River Community College District Board of Trustees to order at 1:35 p.m. on September 20, 2007 at Feather River College Science Room 104, 570 Golden Eagle Avenue, Quincy, CA.

Trustees present: Burkey, Elliott, Sheehan, Schramel, Student Trustee Sandlin
Trustees absent: Marshall

The regular agenda for the September 20, 2007 meeting at Feather River College Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as presented, (Elliott/Sheehan) unanimous.

The consent agenda for the September 20, 2007 meeting at Feather River College Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as presented, (Elliott/Sheehan) unanimous.

The minutes of the regular meeting held on August 23, 2007 at Feather River College, Equine Studies Instructional Classroom, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/Schramel) unanimous.

INTRODUCTION: Jason Wharton, Head Soccer Coach

Merle Trueblood, Director, Athletic Operations and Events, introduced Jason Wharton, Head Soccer Coach to the Board. He stated Mr. Wharton comes to Feather River College from Jonesboro, Arkansas, and he has extensive coaching experience in both men's and women's soccer. Mr. Wharton reported that he is happy to be a part of the Feather River College program and that he is impressed with the students, staff, and administrators on campus. He added that he grew up in Sacramento, California, completed his

graduate work in Journalism at the University of Oregon, and began his coaching career at Lane Community College in Eugene, Oregon.

A. ITEMS FROM THE PUBLIC

Delaine Fragnoli, Editor, Feather River Bulletin, and member of the public, stated that on behalf of the community she wished to thank Feather River College for its support and participation in the development of the non-motorized pathway currently being constructed from Gansner Park, along college property, to the Feather River College athletic fields. She stated the pathway has been recently paved by the Plumas County Department of Public Works and will be available soon for the public's use. Ms. Fragnoli stated this pathway connects with the community trail recently funded by the Resource Advisory Committee, and that the committee is continuing their work to extend the trail up to Snake Lake.

B. CONSENT AGENDA

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

C. REGULAR AGENDA

*** 1. Motion Items**

a) Dennis Bailey-Fougner, Chief Student Services Officer, requested that the Board approve the hire of Mr. Bruce Baldwin as Director of Marketing and Outreach for Feather River College. Mr. Bailey-Fougner reported that Mr. Baldwin was unable to be present at the Board meeting due to a recruitment event he was attending in the Sacramento area. He stated that Mr. Baldwin is a graduate of Feather River College, completed his under-graduate and graduate degrees in Information and Communication at Chico State University, and comes to Feather River College from employment in the Butte County Office of Education. Mr. Bailey-Fougner stated Mr. Baldwin has experience in coordinating community outreach events, and that he has already met with faculty to receive input on marketing their programs. There being no objection or further discussion, the request to approve the hire of Mr. Bruce Baldwin, Director of Marketing and Outreach, was approved as presented, (Schramel/Sheehan) unanimous

b) Susan Carroll, Superintendent/President, requested that the Board approve the hire of Mr. Nick Boyd, for the Director of Facilities position. She stated that Mr. Boyd was unable to be present at the Board meeting, as he was representing the college at a conference. Dr. Carroll stated that Mr. Boyd has been employed by the College for eight years and has been the Interim Director of Facilities since Roger Steward's retirement last January. Trustee Sheehan stated that, although he was in favor of the request, he is aware that Mr. Boyd is the owner of a business in the community, and he requested to

know whether or not he had been counseled in terms of how the running of his business would impact the extended hours often required of the Director of Facilities. Cameron Abbott, Director of Human Resources, stated that he has had several conversations with Mr. Boyd regarding this issue, and that Mr. Boyd's experience in the interim position has assisted him in realizing the benefit to his career will outweigh the sacrifice he will be making in terms of the hours that would normally be dedicated to his business. There being no further discussion or objection, the request for approval to hire Nick Boyd, Director of Facilities, was approved as presented, (Sheehan/Schramel) unanimous.

c) Dr. Carroll reported that a recommendation has been made to recognize the major contributor to the Allied Health Building, i.e., the Zygnier Family Trust, through the inclusion of the family's name on the signage for the facility. She reported that the recommended name is the Zygnier Allied Health Building. Dr. Carroll stated that the Academic Senate, Classified Senate, and the Director of Allied Health have all signified their approval of the name, and that the students were asked to complete a survey regarding the issue. Student Trustee Sandlin reported that the students had overwhelmingly given their approval of the recommended name for the building. Dr. Carroll stated that a plaque with the names of all contributors will be placed inside the facility. There being no objection or further discussion, the request to name the new health building the Zygnier Allied Health Building was approved as presented, (Sheehan/Elliott) unanimous.

d) Cameron Abbott reported that he had completed the Board's request to secure reference checks on the two top consulting firms under consideration to conduct the search process for the position of Superintendent/President. He reported that after speaking with several clients that have utilized the services of both companies, it would be his recommendation that the Board approve PPL Professional Personnel Leasing to assist the college in the search process. He reported that Dr. Carl Ehmann, who would be the college's principal Search Consultant because of his extensive experience with Northern California Community Colleges, had received numerous positive comments regarding his ability to identify the needs of a college, work with board members and committee members, and assist the Search Committee. Mr. Abbott stated that he had received the same positive feedback in unsolicited reference checks as well. There being no objection or further discussion, the recommendation to select PPL Professional Personnel Leasing to conduct the search process for the Superintendent/President position was approved, (Elliott/Schramel) unanimous.

e) Cameron Abbott stated that Board members had received the names of recommended candidates for membership on the search committee for Superintendent/President in their Board packets. He requested that Board members mark the names of two individuals from each category and defer the ratification of the committee members until the end of the Motion Item portion of the agenda to allow him time to tabulate the votes. Mr. Abbott also requested that, at his request, the ballot be modified to exclude Dennis

Bailey-Fougner as a recommended candidate for membership, and he added that Lydia Sandlin would be a non voting member on the committee representing the student constituency.

f) Trustee Sheehan requested that the request to ratify the collective bargaining agreement between the Feather River Federation of Teachers AFT/CFT, AFL-CIO and Feather River Community College District for the contract period July 1, 2007 through June 30, 2010 be deferred until the end of the Motion Items.

g) Dr. Carroll requested approval of BP 5570 Student Credit Card Solicitation which states that credit card marketers who would like to solicit credit cards to students must register with the Chief Student Services Officers' office. She stated the policy also sets limitations and guidelines on marketing procedures. There being no objection or further discussion, the request to approve BP 5570, Student Credit Card Solicitation, was approved as presented, (Sheehan/Schramel) unanimous.

h) Michael Bagley, Chief Instructional Officer, presented new and revised courses for Board approval. He stated that ADMJ128, Intro to Terrorism, is a course designed to provide the students with a historical overview of terrorism, its development in modern times, and its impact on society. Dr. Bagley also reported that FSC050, Fire Management #1, is a course developed with the assistance of Mr. Christopher Dean, Director of Training and Professional Development at Chester Fire Department, to develop a curriculum for fire training with the future possibility of a certificate or degree in this area. He stated that PHYL100L is an introductory lab course designed to allow the students an opportunity to become familiar with the methods of science through doing a variety of physics experiments. Trustee Elliott asked if courses approved by the Board are then forwarded to the State for its approval. Dr. Bagley reported that if the college has an approved degree already in place and the course is not a substantive change to the degree, then the course does not need State approval. There being no objection or further discussion, the request for approval of new and revised courses was approved as presented, (Sheehan/Schramel) unanimous.

i) Jim Scoubes, Chief Financial Officer, requested ratification of the Quarterly Financial Status Report, CCFS-311Q for the quarter ending June 30, 2007. Mr. Scoubes reported that the cash flow for the college was at a sufficient amount to cover expenditures involved with the delay in the approval of the State Budget. Trustee Elliott requested information on the current status of FTES. Mr. Scoubes reported that the CCFS-311Q report reflects information on the Unrestricted General Fund for FY 06-07, and that the actual FTES was 1,374 with a projected FTES number 1,395. There being no objection or further discussion, the request to ratify the Quarterly Financial Status Report, CCFS-31Q for the quarter ending June 30, 2007, was approved as presented, (Sheehan/Elliott) unanimous.

j) Jim Scoubes requested approval of FY 08 Final Budget for Feather River Community College. He stated the Final Budget had been modified from the Tentative Budget to include updated information per approval of the State budget. There being no further discussion or objection, the request to approve the FY 08 Final Budget for Feather River Community College was approved as presented, (Elliott/Sheehan) unanimous.

e) Cameron Abbott reported that after reviewing the recommendations for candidates for membership on the search committee for Superintendent/President, and having the results verified by Chris Connell representing the Academic Senate and Jamie Meiners representing the Classified Senate, the results of the selection for the Search Committee for Superintendent/President were as follows:

Academic Senate

Dr. Tom Heaney
Rick Stock

Classified Senate

Jodi Beynon
Beth Reid

Administrators

Jim Scoubes
Dr. Michael Bagley

Additional Members

Russell Reid, FRC Foundation President
Cameron Abbott, EEO (Non-Voting)
Lydia Sandlin, ASFRC (Non-Voting)

Jamie Meiners, Classified Senate President, stated that the original composition requested by the Board required one of the Classified Representatives to be a supervisor or confidential employee, and that the two committee members selected did not meet the criteria. Ms. Meiners stated she felt her constituency would approve of the two representatives as selected. Trustee Sheehan stated that he was satisfied with the current committee selection. Trustee Elliott directed Mr. Abbott to contact the two companies, notify them of the Board's decision, and begin the search process as recommended by PPL Professional Personnel Leasing, Inc. Chris Connell, Academic Senate President, inquired whether or not there would be any Board members on the Search Committee. Trustee Elliott replied that there may be some involvement periodically with the Search Committee process. Cameron Abbott stated he would encourage the Board to have a Board member participate in meetings and interviews, and that further direction on the process will be supplied by the consultants. There being no further discussion or objection, the Search Committee Membership for Superintendent/President was approved, (Sheehan/Schramel) unanimous.

f) Cameron Abbott requested approval of the Negotiated Agreement between FRCCD and the Feather River Federation of Teachers Local #4615 for the contract period July 1, 2007 through June 30, 2010. He stated there were no

significant changes since he had last addressed the Board. There being no objection or further discussion, the Request to Approve the Negotiated Agreement between FRCCD and the Feather River Federation of Teachers Local #4615 for the contract period July 1, 2007 through June 30, 2010 was approved as presented, (Sheehan/Schramel) unanimous.

*** 2. Roll Call Items**

- a) Jim Scoubes requested approval of Resolution 07/08-04 – 2007-08 GANN Appropriations Limit. Mr. Scoubes stated that in compliance with California Government Code Section 7810 the Feather River Community College District appropriations limit is set at \$9,584,509. There being no objection, Resolution #07/08-04 was approved as presented.

Ayes: Burkey, Sheehan, Schramel, Elliott, Student Trustee Sandlin

Noes: None

Absent: Marshall

Abstain: None

- b) Dr. Carroll requested approval of Resolution 07/08-05 Ratification of Current District and Trustee Area Boundaries. She stated that over the past several months, the District has completed validation of both its correct district boundaries and the boundaries for each trustee area based on the research completed by Steve Allen, former Assistant Planning Director for the County of Plumas, maps completed by Dennis Miller, GIS Coordinator for the County of Plumas, and certification and written descriptions completed by Richard Knoettgen Land Surveying. Trustees Elliott and Sheehan expressed their appreciation on the completion of the validation of the district and trustee boundaries, and Trustee Sheehan requested that information on the possibility of expanding the boundaries to include Sierra County be provided at a future meeting. There being no objection, the request to approve Resolution 07/08-05 Ratification of Current District and Trustee Area Boundaries was approved.

Ayes: Burkey, Sheehan, Schramel, Elliott, Student Trustee Sandlin

Noes: None

Absent: Marshall

Abstain: None

3. Special Items/Reports

- a) Jim Scoubes, Chief Financial Officer, presented the District's Monthly Financial Report as of August 31, 2007. He reported that revenues and expenditures remain within Board-approved budget.

Dennis Bailey-Fougner, Chief Student Services Officer, reported on and reviewed the content of a document entitled Strategic Enrollment Management: A primer for Campus Administrators, and he included a PowerPoint presentation with his oral review. Mr. Bailey-Fougner explained that Strategic Enrollment Management (SEM) is a comprehensive process designed to help an institution achieve and maintain optimum enrollment. He reported that some of the goals of the process will be to stabilize enrollment, link academic programs, stabilize finances, optimize resources, improve services, reduce vulnerability to environmental forces, and evaluate strategies and tactics among departments across campus to support the enrollment. He stated that he estimates the process will take approximately three years for full implementation, and will help identify what the optimum enrollment figure for the college is. Mr. Bailey-Fougner stated that leadership, strategic planning, comprehensiveness, key performance indicators, research, academic foundation, information technology, and evaluation will all be critical to the success of the program.

4. Communications, Presentations, and Reports

a) Trustee Reports

Trustee Elliott requested an update on the Industrial Technology Building. Dr. Carroll reported that work continues with architects on the project and that a recalculation is currently being completed on soil stability for site preparation. Trustee Elliott also requested information on current FTES. Dr. Carroll reported that the first census date for enrollment totals was September 5, and that actual enrollment numbers from that report were not yet available.

b) Associated Students

Student Trustee Sandlin reported that ASFRC had distributed surveys on the naming of the Allied Health Building, and whether or not students felt there is a need for a fitness center on campus. Scott "Red" Russell, ASFRC President, reported that students are currently being recruited for a trip to a San Francisco 49er game in December. He stated \$25.00 will include a ticket and transportation to and from the game. Mr. Russell added that ASFRC is also sponsoring a "Haunted House" event for Halloween, and they are also working on funding to replace the felt on the pool table so they can hold a pool tournament in the near future.

c) Academic Senate

Dr. Chris Connell, Academic Senate President, reported that work is continuing on the Education Plan, and the Ad Hoc Committee on Coaches is still meeting in an effort to establish what type of coaching structure will work well for the college in terms of integrating athletics and academics. He stated faculty are positive regarding the students in their classes, and that he contributes this to the recruitment efforts established by Dennis Bailey-Fougner over the last year. Dr. Connell stated that, on behalf of the Academic Senate, he hoped that there would be a possibility over the next year of revisiting the hiring of a Political Science instructor.

d) Classified Senate

Jamie Meiners, Classified Senate President, reported that October is Disability Awareness Month, and that the DSPS staff would be attending a conference on September 21 that will address assistive technologies for the disabled. Ms. Meiners also reported that funding for CalWorks has increased by 54% which will allow additional student workers to be employed on campus as their wages are covered 75% by the program.

e) Instruction

Dr. Bagley stated he is pleased with the continued work that is being accomplished on the Education Plan, and he plans to have it presented to the Board at their November meeting. Dr. Bagley reported his office also continues to look at Vocational Programs that would benefit the college, and in addition to fire training, he is looking at the possibility of developing an electrical assistant's program as well as dental assistant training.

Dr. Bagley reported that scheduling continues to be a top concern of students on campus, and that his office is working with Student Services as well as Facilities to assist with utilization of classrooms to allow more classes at times that benefit students.

Trustee Sheehan requested information on the status of the movement of the college greenhouse. Dr. Bagley stated that he was unaware that there was a desire to have the greenhouse moved, but that he would research the subject and report back to the Board at a future meeting. Trustee Sheehan also inquired on the progress of developing curriculum that includes the Hatchery. Dr. Bagley stated that course offerings that include the Hatchery are going to be added with the goal of a possible certificate program. Dr. Bagley reported there is a large event spotlighting the Hatchery on September 22, 2007 at Pardee Reservoir, Southwest of Jackson, California. He stated the event, sponsored by Kokanee Power, will publicize Feather River College and its support of fisheries. Trustee Sheehan requested that Dr. Bagley provide reports on a regular basis regarding the progress of the courses that will be offered to assist the Hatchery in returning to a viable program.

f) Student Services

Dennis Bailey-Fougner, Chief Student Services Officer, reported that individuals from Students Services together with faculty are collaborating to rewrite the Matriculation Plan. He also reported that the Student Equity Plan is being updated with new information, and that a Student Services Plan will follow the Education Plan. Mr. Bailey-Fougner reported that the student module section of the Student Administration System is estimated to be functional March 10, 2008 with Payroll, Business Services, and Human Resources to follow.

g) Superintendent/President

Dr. Carroll reported that the Feather River College Rodeo was scheduled for September 21 through September 23, 2007 at the Plumas County Fairgrounds, and she extended an invitation to the Board to attend if their schedules allowed. She also commended Merle Trueblood, Director of Athletic Operations and Events, for his continuing work in the organization of the Athletic Department. Dr. Carroll stated Mr. Trueblood's efforts have resulted in increased collaboration and operational functionality within the entire athletic department.

There being no further business, the meeting was adjourned, (Sheehan/Elliott) unanimous.