

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 3:07 p.m. on Thursday, October 23, 2008 at Feather River College, Chester Center, 101 Meadowbrook Loop, Chester, CA.

Trustees present: Elliott, Burkey, Schramel, Sheehan West, Student Trustee Scoma

Trustees absent:

Ron Taylor, Superintendent/President, requested that Motion Item C1c of the Regular Agenda, Approval of 2009-2010 Academic Calendar, be removed from the agenda and tabled for later action. There being no objection or further discussion, the Regular Agenda for the October 23, 2008 meeting at Feather River College, Chester Center, 101 Meadowbrook Loop, Chester, California was approved as amended, (Sheehan/Schramel) unanimous.

The minutes of the Regular Meeting held on September 25, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Burkey/West) unanimous.

A. ITEMS FROM THE PUBLIC

Guy McNett, member of the public, stated that he had attended the Presidential Debate sponsored by Feather River College at the Town Hall Theatre in Quincy. He also stated that he was impressed with the effort of both students and staff and was particularly pleased to see the event held in a location within the community as opposed to a campus setting. He added that he felt this provided a link to establishing good community relations and that Dr. Taylor's introductory remarks at the event were well received by those in attendance.

B. CONSENT AGENDA

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

C. REGULAR AGENDA

*** 1. Motion Items**

a) Ron Taylor requested Approval of Revised Board Policy BP4400, Community Service Program. He stated that the policy had been through the shared governance process and had been approved by both the Academic Senate and Cabinet committee. He also stated that the College was in need of a policy that specifically addressed the issue of offering community service courses and that the fees, variable in nature, are structured so that they cover the costs of instructors, location, and a modest overhead. Dr. Taylor also stated that these types of courses are a flexible way in which to provide services to the community and courses that he feels the community is interested in having the opportunity to enroll in. After further discussion, the request for Approval of Revised Board Policy BP4400, Community Service Program, was approved as presented, (West/Burkey) unanimous.

b) Michael Bagley, Chief Instructional Officer, requested Approval of New and Revised Courses. He stated that Dianne Lipscomb, Art Instructor, wrote the curriculum for the first course, ART021, Spinning and Weaving, and that the course is a non-credit course geared for life-long learning. Dr. Bagley stated that the Equine Studies, Chemistry, and Mathematics courses listed for approval were all improvements and revisions to curriculum already written. Trustee Burkey requested information on whether or not instructors for non-credit courses were credentialed instructors, and Dr. Bagley replied that non-credit courses require minimum qualifications like credit courses, but that they are also often experience based and require the instructor to go through an equivalency process where training, expertise, and references are examined. After further discussion and there being no objection, the request for Approval of New and Revised Courses was approved as presented, (Schramel/Burkey) unanimous.

c) Nick Boyd, Director of Facilities, requested Approval of Capital Improvement Projects Scheduled for Facilities Department. Mr. Boyd stated that the first project listed was approval to move the portable classroom in Chester to the main campus in Quincy. He also stated that another project involves removing four underground fuel storage tanks on the campus to above ground, something that the County and the State will soon be requiring, although the College is compliant legally at the present time. Mr. Boyd also requested approval to develop a compost complex to process manure and other biodegradable waste on campus. There was lengthy discussion on the issue and the question of whether or not to contact Jerry Sipe, Director, Plumas County Environmental Health, was raised. Mr. Boyd additionally stated that the last improvement involved developing a grass surface or grass area to serve activities that will be displaced by the LRC construction. He explained that the "Green" is currently utilized by the Plumas County Recreation Department's youth soccer league, college football practices in the early fall and for both men's and women's soccer practices during the semester. He further explained that his proposal would be to develop a grass surface or practice area to serve these activities, in a temporary capacity, on a section of land adjacent to left field of the men's baseball diamond. After further discussion, the request for Approval of

Capital Improvement Projects Scheduled for Facilities Department was approved as presented, (Sheehan/Schramel) unanimous.

d) Ron Taylor requested Approval of MOU between Feather River College and CalPASS. He stated that CalPASS is a consortium of institutions in California that collects, analyzes, and shares student data in order to track performance and improve success from elementary school through university while ensuring that members adhere to the guidelines of confidentiality of records with FERPA, the Family Education Rights and Privacy Act. After further discussion, the request for Approval of the MOU between Feather River College and CalPASS was approved as presented, (Burkey/West) unanimous.

e) Jim Scoubes, Chief Financial Officer, in the absence of Russell Reid, Director of Equine Studies, requested Approval of Agreement Between BCM Construction Company, Inc. and Feather River Community College District to Construct Hay Barn Addition. He stated that the Board of Trustees had previously approved a municipal lease proposal from Dooling Lease Management Corporation in May 2008 and that after receiving loan paperwork from Umpqua Bank there was a section on the paperwork that required a favorable legal opinion. Mr. Scoubes additionally stated that legal counsel advised that the approval should have occurred in two steps and that requesting approval for BCM to construct the addition was the first step in the correct process. There being no objection, the request for Approval of Agreement Between BCM Construction Company, Inc. and Feather River Community College District to Construct Hay Barn Addition was approved as presented, (Sheehan/Burkey) unanimous

f) Jim Scoubes, in the absence of Russell Reid, requested Approval to Enter into Lease Purchase Agreement with Umpqua Bank for Hay Barn Addition. He stated that this request is related to Motion Item C1e, the previous motion item, in that it is the second step in the appropriate process for the construction of the hay barn addition previously approved by the Board in May of 2008. There being no objection, the request for Approval to enter into Lease Purchase Agreement with Umpqua Bank for Hay Barn Addition was approved as presented, (Burkey/Sheehan) unanimous.

*** 2. Roll Call Items**

a) Jim Scoubes requested approval of Resolution 08/09-02 – Approval to Purchase Electrical Power through Constellation New Energy. He stated that Feather River College is a member of a consortium of entities that purchase electricity from Constellation New Energy and they periodically survey electricity markets in order to provide the most competitive pricing for power to their customers. He stated that they require the flexibility to act quickly on behalf of the College if electric supply becomes available that meets the terms and conditions of the District and that a resolution is required giving them approval to do so.

There being no objection, Resolution 08/09-02 was approved as presented.

Ayes: Elliott, Burkey, Schramel, Sheehan, West, Student
Trustee Scoma

Noes: None

Absent: None

Abstain: None

- b) Jim Scoubes requested approval of Resolution 08/09-03 – Approval of 2008/09 GANN Appropriations Limit. Mr. Scoubes stated that in compliance with California Government Code Section 7910 the Feather River Community College District appropriations limit is set at \$10,646,935. There being no objection, Resolution #07/08-03 was approved as presented.

Ayes: Elliott, Burkey, Schramel, Sheehan, West, Student
Trustee Scoma

Noes: None

Absent: None

Abstain: None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Quarterly Financial Report as of September 30, 2008. He provided those present with an overview of the Unrestricted General Fund Summary noting that revenues reflected \$133,676 because no State apportionment had been received as of September 30, 2008. Mr. Scoubes also stated that expenditures are at 23% percent of budget through the first quarter of the year. He additionally reported that all indications point to a mid-year budget cut, but at the present time it is unknown how severe it will be. Trustee Sheehan requested information on whether Mr. Scoubes had any indication of what amount the College would receive under the reauthorization of the Secure Rural Schools Act, and Mr. Scoubes replied that he did not know at this time but that information and rough calculations indicate that it will be less than the \$406,000 that the college received previously. Mr. Scoubes also reviewed the Restricted General Fund, Child Development Fund, Capital Outlay Fund, and Retiree Benefit Fund, and Student Financial Aid Summaries and reported that all amounts remain within Board approved budget guidelines.
- b) Ron Taylor stated that a color copy of the recent Environmental Scan Summary completed by Madrid Consulting Group had been provided in Board packets for review. He stated that this is the type of information that helps our Strategic Planning as a college and that he

has been working closely with the Strategic Planning Committee in looking at modifications to plan goals and what those goals are based on. Dr. Taylor reviewed some of the demographic factors addressed in the report and he further stated that he felt some of the most valuable information was contained in the recommendations section of the report pertaining to Career Technical Education and the recommendation that the College use current labor market information to prioritize CTE curriculum. There was further discussion and review of the summary and there was a consensus that the information is helpful to consider, but that some of the information is now also dated and in some instances incorrect and therefore should be carefully considered before it is used to economically forecast trends in Plumas County.

4. Communications, Presentations, and Reports

a) Trustee Reports

Student Trustee Scoma reported that ASFRC has been actively planning homecoming events scheduled for October 24th and 25th. He also stated that the activities will include a barbecue, bonfire, and homecoming dance, and that this is the first time that ASFRC activities involving homecoming have been planned for the students. Student Trustee Scoma also reported that plans for a Halloween haunted house on October 30th are in the beginning stages and that this event will be co-sponsored by TRIO. He additionally reported that Students in Free Enterprise (SIFE) had recently sponsored "The Way Bobby Sees It", a presentation and documentary on Bobby McMullen, an avid extreme mountain biker who participates in the sport although he blind. Student Trustee Scoma additionally reported that he and Amy Schulz, Associate Faculty and SIFE Advisor, are organizing a small business boot camp and that a group of those involved with the camp plan to compete later in the year.

Trustee West reported that she had attended the NCCCF Conference with Dr. Taylor and Dennis Bailey-Fougner, Chief Student Services Officer, in San Diego and that she had received good information at several workshops that she attended on foundations and the importance of fundraising.

Trustee Burkey commented that she was pleased to see the article enclosed with Board packets on Dr. Taylor and the signing of the degree partnership with CSU-Chico.

Trustee Sheehan reported that, due to recent legislative action in Washington D.C., it appears that Secure Rural Schools funding will be made available in Plumas County for the next several years, and he also stated that he did not feel the school should earmark the funds for any particular projects at this time.

b) Associated Students

No Report

c) Academic Senate

No Report

d) Classified Senate

No Report

e) Instruction

Michael Bagley reported that he wished to acknowledge Trustee Sheehan for his assistance in working with Amy Schulz and the Small Business Development Center to speak about what kind of opportunities are available for students in the area of small business. He explained that as a result there is a Business Plan Development class at the college and students are learning more about entrepreneurship, annual conferences, and other areas of small business with textbooks, binders, and other resources provided by the Small Business Development Center of Sierra College. Dr. Bagley also expressed his appreciation to the Board for their approval of the hire of Joan Jarrett, Instructional Assistant in the Learning Center. He stated that Ms. Jarrett has been teaching courses at Chico State University while obtaining her graduate degree and was on track to be hired by the University until budget issues curtailed further hiring. Dr. Bagley additionally stated that with Basic Skills Initiative funding the college was able to obtain a capable and proven full time instructional assistant for the Learning Center. Dr. Bagley also reported that students, staff, and faculty members Dr. Joan Parkin and Katie Desmond had organized a Presidential Debate, moderated by Jeff Cunan, Plumas County District Attorney, at the Quincy Town Hall Theatre on October 22, 2008 that was well supported and attended by the community.

Trustee Elliott requested information on the current status of the Phi Theta Kappa Society on campus and he noted that the club had once been a strong presence under the leadership of former Trustee and English Instructor Michael Cassity. Dr. Bagley stated that Phi Theta Kappa is still active on campus and that he will provide the Board with an activity update at a future meeting. Dr. Taylor commented that Jeanette Kokosinski, Phi Theta Kappa Advisor, had recently held an PTK orientation for new members.

f) Student Services

Dennis Bailey-Fougnier recognized ASFRC for their hard work on upcoming homecoming events and extended an invitation to those present to attend as many of the events as their schedules allowed. He also reported that over 200 people attended the Tom McClintock Charlie Brown Congressional Debate recently held in the community that was co-sponsored by Feather River College. Mr. Bailey-Fougnier also reported that student hunger is an issue that is being noticed by departments on campus, and he added that one of the ways that Student Services is addressing the issue is to require students who are in EOPS and TRIO programs to participate in one of SIFE's financial management workshops.

Trustee Elliott requested information on the status of the Banner implementation project, and Mr. Bailey-Fougnier reported that the finance department is currently operating under Banner and that priority registration will go live on October 28, 2008 and that continuing students will be able to register on-line the following week. Dr. Taylor commented that at the present time the staff is very busy with implementation, but that after this phase is over, he would organize a staff report to the Board about the implementation experience.

g) Superintendent/President

Ron Taylor reported that in addition to other events already covered by others he would like to report that RFD-TV Wide World of Horses aired a show on Monday, October 6, 2008 on the Equine Studies Program at Feather River College. He also reported that ESPN would also be airing a program on a student at Feather River College that is participating in the football program. Dr. Taylor additionally reported that there was a recent Campus Community meeting held on October 10, 2008 where he reviewed the Budget, Enrollment Management, and the overall Strategic Plan with those in attendance.

Dr. Taylor also reported that there would be a Title IX Program Review in November and a breakfast meeting that Board members are invited to attend if their schedules allow on November 14, 2008. He asked that those Trustees who feel they can attend RSVP to Cynthia Hall in the President's Office.

Dr. Taylor additionally reported that he and Michael Bagley had been presenters in a meeting of the Chester Rotary Club earlier that morning, and that there had been a focus in their presentation at the meeting on the non-credit and community service offerings desired in the area. He stated that a questionnaire has been developed to be distributed to residents of the Chester Lake Almanor area that will assist the Office of Instruction with deciding what offerings should be included in upcoming class schedules.

Dr. Taylor reviewed his attendance at the NCCCF Symposium in San Diego with those present and he reported that the information he received had emphasized how important it is that community colleges raise money and that there are ways to accomplish this. He also stated that he attended the CEO track of the symposium and that before larger steps are taken he would like to meet with Foundation leaders and Trustees about the direction that the institution and its Foundation would like to take. Dr. Taylor also briefed those present with information on the Osher Foundation and its \$25,000,000 donation to community colleges and the challenge opportunity they have made available to California community colleges to raise matching funds and receive additional funding for student scholarships.

Trustee Elliott requested information on the status of construction on the Resource Learning Center, and Mr. Boyd replied that April 1, 2009 is the planned date to break ground for construction on the project. Dr. Taylor commented that Nick Boyd, Jim Scoubes and himself would be meeting regularly to monitor progress on the project. He also noted that the next day

Mr. Scoubes would attend a workshop in Santa Rosa on bid processing and related fiscal and legal issues.

There being no further business, the meeting was adjourned at 4:52 p.m.

RT/ch