

## MINUTES

### **BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT**

#### **1. Call to Order:**

Trustee Elliott called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:03 p.m. on Thursday, October 16, 2014 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California

*Trustees present:* Elliott, McNett, Ware, West

*Trustees absent:* Sheehan

The Board of Trustees and others present observed a moment of silence in memory of Feather River College student athlete Abigail "Grace" Holland who passed away on Saturday, October 12, 2014.

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

#### **2. Agenda:**

Trustee Elliott requested that agenda items 7C3, Report on Early Childhood Education and agenda item 7C6, Plumas County Tourism Improvement District Concept be tabled until the November Board of Trustees meeting. There being no objection or further discussion, the regular and consent agendas for the October 16, 2014 meeting at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (West/Ware/Elliott /McNett Aye) (Sheehan Absent).

#### **3. Minutes:**

The minutes from the Regular Meeting held on Thursday, September 11, 2014 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (McNett/West/Elliott /Ware Aye) (Sheehan Absent).

#### **4. Items from the Public:**

None

#### **5. Administration of Oath of Allegiance – Paul E. Mayes – Student Trustee**

Tabled

#### **6. Consent Agenda**

Personnel Actions, Personnel Requisitions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations/Reductions, the Approval of

Memorandum of Understanding among Plumas Rural Services, Plumas County Public Health Agency, Plumas Charter School, dramaworks, Feather River College, and Plumas Unified School District collaboratively referred to as AGENCIES to continue services available to Plumas County youth, age 13-24 who are victims of domestic violence, sexual assaults, dating violence, and/or stalking, and the Approval of Retainer Agreement between Feather River College and Kanter Immigration Law Office for Feather River College to retain Kanter Immigration Law Office as its attorney to represent Ravikirana (Ravi) Pinjala in obtaining Labor/PERM status in the United States were approved as presented (Ware/West). Prior to the call of “all in favor”, Kevin Trutna, Superintendent /President addressed Consent Agenda Item #6A7, Approval of Retainer Agreement between Feather River College and Kanter Immigration Law Office asking David Burris, Director of Human Resources/EEO if approval of the item would be precedent setting. David Burris responded by stating that immigration is based on qualified American workers and everything is based on the United States Immigration Service. He continued by stating that for the District to grant anyone this it would not be precedent setting because the District would not be granting the status. Trustee Elliott then requested that consent agenda item #6A7 be removed from the Consent Agenda and placed on the Regular Agenda as item #7A1. The previous vote for approval of the Consent Agenda was rescinded and re-approved as amended, (Ware/McNett/Elliott/West Aye) (Sheehan Absent)

## **10. Regular Agenda**

### **\* A. Motion Items**

- 1) Kevin Trutna requested Approval of Retainer Agreement between Feather River College and Kanter Immigration Law Office for Feather River College to retain Kanter Immigration Law Office as its attorney to represent Ravikirana (Ravi) Pinjala in obtaining Labor/PERM status in the United States. He stated that he recommends that the Board of Trustees approve the request for sponsorship for a working green card for employee Ravi Pinjala. He explained that part of the criteria that immigration looks at when evaluating immigration status is the availability of qualified applicants for the job and whether or not the job involves unique and specialized skills. Trustee Elliott stated that from the Board’s standpoint this would be the reason that it would consider approving the request that it was not precedent setting but based on a unique set of circumstances. After further discussion, the request for Approval of Retainer Agreement between Feather River College and Kanter Immigration Law Office for Feather River College Ravikirana (Ravi) Pinjala in obtaining Labor/PERM status in the United States was approved as presented (McNett/Ware/Elliott Aye) (West Opposed) (Sheehan Absent).
- 2) Kevin Trutna requested Approval of Curriculum Actions. He explained that the backup packet documentation included items that have passed through the Curriculum Committee during the month and that Derek Lerch, Dean of Instruction/CIO could answer any questions if Board members had them. Trustee Ware requested information on the term “double dipping and ADTs” and Dr. Lerch explained that it clarifies the District’s requirements

and expectations in terms of how students are allowed to double count for the majors and general education courses taken and he provided an example of what “double dipping” would be using Political Science as the degree pattern. There being no objection or further discussion, the request for Approval of Curriculum Actions was approved as presented, (West/Ware/Elliott/McNett Aye) (Sheehan Absent).

- 3) Kevin Trutna requested Ratification of the Quarterly Financial Status Report, CCFS 311Q for the Quarter ended June 30, 2014 (Q4), Annual Financial and Budget Report 2013-2014, and the CCFS-311Q for the Quarter ended September 30, 2014 (Q1). After further discussion and there being no objection, the request for Ratification of the Quarterly Financial Status Report, CCFS 311Q for the Quarter ended June 30, 2014 (Q4), Annual Financial and Budget Report 2013-2014, and CCFS-311Q for the Quarter ended September 30, 2014 (Q1) was approved as presented, (McNett/West/Elliott/Ware Aye) (Sheehan Absent).
- 4) Kevin Trutna requested Approval of Board of Trustee Meeting Dates January 2015 through December 2015. After brief discussion and there being no objection, the request for Approval of Board of Trustee Meeting Dates January 2015 through December 2015 was approved as presented (West/McNett/Elliott/Ware Aye) (Sheehan Absent)
- 5) Kevin Trutna request Approval of 2014/2015 Feather River Community College Transfer Plan. Trustee Ware addressed a typographical error in the last sentence of the last paragraph on the first page where “University of Nevada” was referenced. There being no objection or further discussion, the request for Approval of 2014/2015 Feather River Community College Transfer Plan was approved as amended, (Ware/McNett/Elliott/West Aye) (Sheehan Absent)
- 6) Kevin Trutna requested Approval of BP 2519, Power to Contract. After brief discussion and there being no objection, the request for Approval of BP 2519, Power to Contract was approved as presented (McNett/Ware/Elliott /West Aye) (Sheehan Absent). It was noted by Trustee Elliott that copies of Board Policies indicating what changes had been applied would be useful and Cindy Hall, Administrative Assistant indicated that she would begin that practice.
- 7) Kevin Trutna requested Adoption of the Feather River Community College District Initial Proposal to Associate Faculty Chapter AFT/CFT Local #4615. After further discussion and there being no objection, the request for Adoption of the Feather River Community College District Initial Proposal to Associate Faculty Chapter AFT/CFT Local #4615 was adopted as presented, (Ware/McNett/Elliott/West Aye) (Sheehan Absent)

**\* B. Roll Call Items**

None

### **C. Special Items/Reports**

- 1) Jim Scoubes presented the District's Quarterly Financial Status Report as of September 30, 2014. He reviewed the Unrestricted General Fund Summary noting that revenues total 27% percent of approved budget and that the District has received slightly more than 25% which is in contrast to previous years. He also reported that expenditures total 23% of the approved budget compared to 24% in the prior year. Mr. Scoubes also reported that the quarterly report also contains information on the Restricted General Fund Summary, Child Development Fund, Capital Outlay Fund, Retiree Benefits Fund, Student Financial Aid Fund, and the Plumas County Treasurer's Investment Report.
- 2) Kevin Trutna provided opening remarks on the update on FTES stating that the process of updating the Board of Trustees on the status of the District's FTES was implemented over the last two years as a way to keep the Board well informed on what direction enrollment is heading in. Derek Lerch followed up Dr. Trutna's comments by distributing a handout that contained an enrollment summary and FTES estimate as of October 16, 2014. He explained that the handout reflected a breakdown of the FTES in terms of sources including on-campus, distance education, ISP, and Instructional Service Agreements (ISA's) and also reflected final numbers for 2013-2014, target numbers for 2014-2015, and current numbers to date for 2014-2015.
- 3) Report on Early Childhood Education – Shelley Miller  
Tabled
- 4) Kevin Trutna provided some background information on the AAT and AST degrees and he introduced Greg McCarthy, Academic/Athletic Advisor to the Board of Trustees and stated that Mr. McCarthy would be providing additional information to the Board of Trustees on these transfer degrees. Mr. McCarthy stated that his report would include some basic mechanics of how the transfer degrees are working for Feather River College students and what feedback is being heard from the CSU's on how they are functioning. Mr. McCarthy reported that it was the passage of SB 1440 that initiated the "Degree with a Guarantee" motto and stated that if you complete one of the approved transfer degrees at a community college then you are guaranteed acceptance into the CSU system, not necessarily the CSU that a student might want or apply to, but acceptance into the CSU system in general. He also reported that the guarantee also includes a commitment from the CSU that it will get you out in 60 units and this might include the waiver of a lower division general prep class on their part to keep the student on track. He indicated that the transfer degree is gaining momentum and has grown at FRC from three approved transfer degrees to ten in just the last year. He indicated that at a recent visit to Chico State University, representatives were actually speaking to FRC students about the transfer degrees which was positive to hear and they also provide specific advisors now that speak to students in these transfer degree programs. He also pointed out that another benefit to the transfer

degrees is that students completing the transfer degree program also receive a .2 boost to their grade point average for transfer standing.

- 5) Kevin Trutna announced that agenda item 7C5 was the Sunshine Report of the Initial Proposal Received by the District from AFT/CFT Local #4615 Part-Time Faculty and he clarified with David Burris, Director of Human Resources that the report was an informational item only. Mr. Burris added that the item was indeed public information on the initial proposal received from part-time faculty and listed the articles that it wants to discuss as part of negotiations. Trustee McNett requested information on how long the entire process would take and the response from Mr. Burris was that it can vary depending on the sticking points but he hopes that everything can be resolved by May 2015.
- 6) Plumas County Tourism Improvement District Concept – Kevin Trutna Tabled

#### **D. Communications, Presentations, and Reports**

##### **1. Board of Trustees**

Trustee McNett stated that he wanted to say thank you to the administration, staff, and faculty for not only the professional way but the personal way everyone has been dealing with the recent tragedy in the FRC family. Trustee West echoed Trustee McNett's sentiments.

##### **2. Associated Students**

Karen Pierson, Chief Student Services Officer on behalf of ASFRC, reported ASFRC is a fairly active group and it was looking forward to having a lively spirit week along with homecoming events, but it felt that doing so might be inappropriate in light of the death of one of its students. Dr. Pierson stated that these activities can be done another year and instead the group is focusing on its desire to provide coffee on campus. She reported that a Keurig coffee maker has been purchased for ASFRC and they are excited and have energy to get the project going. She additionally reported that ASFRC will be serving refreshments at the Town Hall Theatre when the Book in Common film *The Book Thief* is shown on November 11<sup>th</sup>. She added that Esther Villegas is interested in becoming involved in the statewide senate and is planning to attend additional meetings in Sacramento and a conference in Los Angeles to learn more.

##### **3. Academic Senate**

Kevin Trutna reported that the Academic Senate is working on approving both the job descriptions for the head coach of football and the art position which are currently filled on an interim basis.

##### **4. Classified Senate**

Cindy Hall, Classified Senate President reported that the Classified Senate is scheduled to hold its second meeting of the semester on

Tuesday, October 20<sup>th</sup> and time continues to be devoted on reviewing and taking action on policies and procedures.

#### **5. Instruction**

Derek Lerch reported that the draft of the Accrediting Commission for Community and Junior Colleges (ACCJC) Mid-Term Report was reviewed by Cabinet on October 2<sup>nd</sup> and it recommended that the report be sent out to the entire campus for its review with a request that comments and input on the report be received by the Office of Instruction by October 31<sup>st</sup>. He added that from there the report would be approved by both the Academic and Classified Senates at their November meetings and then back to Cabinet for final approval in December and then on to the Board of Trustees for its approval in either December or January depending on the timeline. Dr. Lerch also reported that October 31<sup>st</sup> is the date that the District's Annual Program Reviews (APRs) are due and this means that all instructional programs, programs within student services, and all administrative programs will put together their reports and set budget requests for the Unrestricted General Fund for 2014-2015. Dr. Lerch additionally reported that Rafael Lopez de San Roman Blanco will be having an art exhibition at Plumas Arts on November 7<sup>th</sup> and that the culinary program will be providing appetizers for the event and hopefully the paper will be able to provide press on the exhibition to encourage members of all communities to attend the event and meet Rafael. Dr. Lerch also provided information indicating that Dr. Katie Desmond, Political Science Instructor held a forum on propositions that are on the November ballot and it was informative and well attended.

#### **6. Student Services**

Karen Pierson reported that on Friday, October 17<sup>th</sup> a fun event referred to as Friday in the Fall was held and that the number of participants doubled from last year and although 18 prospective students might not sound like a big number, they all received personalized attention. She explained that Carlie McCarthy, Academic Advisor/Recruiter coordinates the event and the parents and student attend and she was impressed again with the faculty presentations that were given. Dr. Pierson additionally reported that Tuesday, October 14<sup>th</sup> was a flex day and Student Services hosted a panel on non-traditional students and these students shared with faculty and staff what their personal experiences were. She added that the workshop really falls under the Student Success Plan of knowing your students and where they came from and how know this assists the institution in helping students achieve success. She reported that Student Services also had presenters from Plumas Crisis Intervention and Resource Center (PCIRC) and Plumas Rural Services (PRS) talk about the new affirmative consent agenda or "Yes Means Yes" where in regard to sexual assault you have to have a "yes" throughout the entire sexual activity. She added that these topics are not the typical subjects that colleges enjoy talking about, but they have to be talked about because they are law and the college needs to immerse itself in the way students understand things, in their language, and with their values. Dr. Pierson stated in relationship to this topic, Dr. Trutna has

recommended that a couple of ad-hoc committees be formed, one to study the changes in the Clery Act or Title IX as it is sometimes referred to and she noted that there is good interest in participation on this committee by staff. She also explained that the other ad-hoc committee will be headed up by Marci Lang, Program Coordinator DSP&S & Workability III and she will be looking on what improvements can be made to better serve students with disabilities. The Student Success and Support Program Plan (SSSP) is written and has been shared with Cabinet and Student Services Council. She explained that it doesn't need to be approved by the Board of Trustees but any of the trustees can review it. She reported that with more funding than last year there will be a hiring of a half-time director and a half-time director of equity which means that there's an obligation to search out students that are disproportionately served and reach out to them and provide them with services so that they can be successful at the same rate or better than the general population. Dr. Pierson closed her report by stating that there is counseling and aftercare available for those students that witnessed the death of Grace Holland but also for those that were her teammates or just need someone to talk to. She stated that the college along with the coaches are watching students closely for signs that they may need additional services or therapy.

**7) Superintendent/President**

Kevin Trutna reported that he has met with Paul Mayes, Student Trustee and member of the men's soccer team and Mr. Mayes is interested in representing the students but he felt that he needed to be with his teammates as they make plans to play their first game after the recent loss they've all experienced. Dr. Trutna also highlighted his meeting with Dr. Marc Johnson, President of the University of Nevada Reno and where colleagues, Dr. Kindred Murillo, Superintendent/President of Lake Tahoe Community College (LTCC) and Dr. Marlon Hall, Superintendent /President of Lassen College joined him to discuss reestablishing the Good Neighbor Policy. Dr. Trutna also reported that Dr. Johnson is willing to assist the three colleges in order to make this happen and during the discussion the data on the three community colleges was made available in terms of the number of students from each institution that transferred. He indicated that the average Feather River College student transferred as many as 48 units or three times as much as LTCC and nearly twice as many as Lassen College. Dr. Trutna reported that as he looked at the data that was being presented he was very proud of what Feather River College students are able to accomplish in terms of transfer and grade point average and that additional discussions to return the Good Neighbor Policy will take place. Dr. Trutna also reported that Great Basin Community College and the University of Nevada both have dropped their respective agriculture programs and Dr. Johnson realizes that FRC now serves the Northern Nevada sector with its agriculture program. Dr. Trutna also highlighted the fact that Dr. Joan Parkin wrote a nice review on the Incarcerated Student Program (ISP) and that next week he will off campus for one day revisiting the Salvation Army College for Office Training on an accreditation follow-up visit. Dr. Trutna also stated that he wanted to thank

the college community for what it is doing for Grace Holland and her family. He stated that he had the opportunity to hear and learn about the life of Grace Holland in the many stories that were shared with her family earlier in the week and the comments and tributes that were made at the candlelight vigil that was held after the volleyball game. He also stated that the family shared and expressed their gratitude for what Feather River College had done to care for their daughter since she arrived as a student.

In closing Dr. Trutna announced that the Feather River College volleyball team is ranked number two in the state, the women's soccer team is ranked eighth in Northern California that the women's rodeo team is ranked fifth in the nation, and that the men's rodeo team is ranked number one in the nation.

There being no further business, the meeting adjourned at 4:26 p.m.

KT/ch