

## 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 3:03 p.m. on Thursday, November 17, 2011 at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

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

President Elliott announced that the Board of Trustees had met in Closed Session regarding pending litigation Boyd et al. V. FRCCD et al. and that the Board had voted to direct Superintendent/President Ron Taylor to settle the issue.

The regular and consent agendas for the November 17, 2011 meeting at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/Schramel) unanimous.

The minutes of the Regular Meeting held on October 13, 2011 at Lake Almanor Fitness Center, 160 Cedar Street, Chester, California were approved as presented, (Schramel/Shamberger) unanimous.

#### **A. ITEMS FROM THE PUBLIC**

Linda Batson, member of the public, reported that her husband Guy McNett is a member of the Environmental Advisory Committee and he had asked her to attend one of these meetings recently because he was unavailable. Ms. Batson reported that she found the meeting to be interesting and informative and that the Committee had touched on the Feather River College deer collaring project which was then featured the next day in the local newspaper. She additionally commented that Derek Lerch, Chief Instructional Officer, also keeps the committee apprised of changes as far as the environmental science major and the transitions from junior colleges to four-year colleges and she wanted to let those present know that she feels this is a positive reflection for the committee and the environmental studies program.

Trustee Shamberger introduced Dr. Dana Ware who was in attendance and President Elliott welcomed her to the meeting.

#### **B. CONSENT AGENDA**

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

## **C. REGULAR AGENDA**

### **\* 1. Motion Items**

a) Derek Lerch requested approval of curriculum actions. He noted that the most significant item included in the motion item material would be the Kinesiology Core, and he explained that this degree would be the second of the SB 1400 degrees put forward by the College that guarantees transferability between community colleges and California State Universities (CSUs). Dr. Lerch added that this degree will serve the mix of Feather River College students well and pave the way for their transfer to CSUs. He also briefly reviewed improvements to Health and Exercise Studies (HES) classes and noted that his request also included Environmental Studies courses that tie to the hatchery and include certificates created to feed into technician level employment in hatcheries through the Department of Fish and Game. Dr. Lerch also stated that in addition to other class revisions, his request included a course proposal form for Community Education Courses to line up with the State's request to remove some or eventually all of a-vocational or life-long-learning courses from for-credit curriculum and push these into the area of community education. Trustee Sheehan expressed his gratitude to Dr. Lerch for the curriculum work completed in the area of linking course work and certificates to the hatchery as the Board has previously noted its desire to do this in order to make the hatchery a more viable financial operation. After further discussion and there being no objection, the request for Approval of Curriculum Actions was approved as presented, (Sheehan/Schramel) unanimous.

b) Ron Taylor requested Approval of New Board Policies. He reported that the policies have been through the policy development process using Community College League templates and contain a mixture of policy processes including Capital Construction. After further discussion and there being no objection, the request for Approval of New Board Policies was approved as presented, (Schramel/Shamberger) unanimous.

c) Ron Taylor requested Approval of Changes to Good Neighbor Admissions Plan. He stated that Board members may recall that in 2009 the District was facing changes to the Good Neighbor Policy where the College as a whole was going to exceed 1,500 FTES limiting the number of reimbursable Nevada resident enrollment to 100 FTES and at that point the Board gave their approval to implement a transition plan. Dr. Taylor further explained that approximately two months ago, the State of Nevada submitted a letter to the Chancellor's Office in California indicating that the reciprocal agreement is being phased out as of November 30, 2011 and that the Chancellor's Office had directed the College not to enroll any more students under the provision as of that date. Dr. Taylor further explained that Dr. Karen Pierson, Chief Student Services Officer, and her staff have amended the transition plan to reflect the modifications and a copy of the changes were provided in Board packets. President Elliott indicated that this obviously will have a significant impact (on enrollment) and that he assumed that Dr. Taylor will be returning to the Board with a plan of action on how to replace these students and Dr.

Taylor replied that the Board would see a proposal at the January 2012 meeting. After further discussion and there being no objection, the Request for Approval of Changes to Good Neighbor Admissions Plan was approved as presented, (Sheehan/West) unanimous.

d) Ron Taylor, Superintendent/President, requested Approval of Annual Board of Trustees Organizational Meeting Date. Dr. Taylor explained that he had seen a legal brief that indicated that the Board of Trustees is supposed to determine the date of its organizational meeting each year prior to having the meeting. After brief discussion, Dr. Taylor recommended that the Board approve December 8, 2011 as its annual organizational meeting and the request was approved as presented, (West/Shamberger) unanimous.

## **\* 2. Roll Call Items**

Jim Scoubes, Chief Financial Officer, requested Approval of Resolution #11/12-04 – Approval of the Declaration of Emergency Pursuant to Public Contract Code Sections 1102 and 20654. He explained that in September there was a torrential rain storm that resulted in extensive water damage to several areas of the campus including the lower portion of the Eagle's Perch Cafe, offices and storage locations in the area of Disabled Students Programs & Services (DSP&S), and the gymnasium floor in the Multi-Purpose Building (MPB). Mr. Scoubes further explained that the resolution, pursuant to public contract, is necessary so the District can proceed with repairs without the requirement of bid process. President Elliott requested information on the dollar amount of the damage and Mr. Scoubes responded that the amount is currently \$375,000 with insurance covering the majority of the claim. Trustee Sheehan questioned the reasons for the failure of the storm drains in lieu of the replacement of the gymnasium floor just a couple of years ago and Nick Boyd, Director of Facilities, explained that the storm and the amount of water that was received overwhelmed the drains and the system was unable to keep up. He also reported that modifications have been made on the uphill side of the gymnasium to prevent future damage of this type should a storm of this magnitude happen again. Dr. Taylor added that due to Mr. Boyd's credit and the credit of the building inspector for the Learning Resource Center, the drainage system was recognized to be insufficient during construction and then corrected and that the building sustained no damage from the storm. After further discussion and there being no objection, Resolution #12/12-04 was approved as presented.

Ayes: Elliott, Schramel, Shamberger, Sheehan, West

Noes:

Absent: Student Trustee Burfeind

Abstain: None

## **3. Special Items/Reports**

- a) Jim Scoubes presented the District's Monthly Financial Status Report as of October 31, 2011. He reviewed the UnRestricted General Fund Summary with those present and he noted that the summary provides a comparison of the prior year at a same point in time for the current year with revenues totaling \$1,957,444 or 16% of approved budget in comparison to \$1,892,607 for the prior year. Mr. Scoubes continued his report by stating that expenses as of October 31, 2011 total \$3,823,183 or 31% of the budget which is slightly down from last year's totals. He also reviewed the final page of the included documentation covering the funding for the Learning Resource Center and he noted that a reimbursement claim has been filed with the State for \$62,684.42.

Mr. Scoubes followed up on his financial report by stating that the Budget Committee would be meeting on December 18, 2011 and that in this meeting there would be discussion that would include what the District might be facing within the next month regarding the State budget. He reviewed last year's fiscal deficit of \$8.2 billion dollars and added that the State Controller's Office is projecting the current year deficit combined with this \$8.2 billion to be \$20.3 billion. He added that this deficit is currently being covered by \$14.9 of internal borrowing within the system and another \$5.4 billion of external borrowing. Mr. Scoubes continued his report by covering lower than expected revenues, information from the Legislative Analyst's Office (LAO) that indicates a revenue forecast of \$3.7 billion below the budget assumptions which could trigger two tiers or levels of funding that would not be available for some State programs, and the direction the Department of Finance would take with these forecasts in determining what tier of reductions could take place for community colleges with the amount possibly totaling \$102 million. Mr. Scoubes also reviewed the big three sources of revenue indicating that corporate taxes are down by \$224 million, sales tax is down by \$180.1 million, and surprisingly personal income taxes have increased by \$50.9 million. In closing comments, Mr. Scoubes indicated that how these deficits will affect the District remains to be seen and whether or not another reduction exemption for small colleges would be granted is unknown. Dr. Taylor followed up these comments by stating that the District had previously completed their cutting last year prior to the State budget being concluded and once the budget was done they cut a certain amount state-wide implementing the two tiers as fail-safes that would get triggered given there would not be enough revenue which appears to be what is happening. President Elliott recommended that once valid number information on the budget is obtained that members of the Board be advised.

- b) Derek Lerch provided the Board of Trustees and others present with a report on the status of the accreditation self-evaluation report. He distributed a handout that contained a narrative summary on the self-evaluation and he indicated that the District is in the final stages of producing the document for mailing. Dr. Lerch reported that the process chosen by the College had its advantages in that there was large campus community participation and input which makes it thorough and he

believes that the District is in significantly better shape now than it was six years ago and he anticipates that the site-visit team will recognize this. Dr. Lerch also reported that while the large amount of campus feedback allowed for a thorough self-evaluation, it also challenged the group in terms of the document's consistency of information and perspective. He added that although the planning process has been hindered by the lack of funding in the State budget, he does believe it is one that most staff members feel is working although there is always some natural skepticism among most colleges on whether or not their planning systems actually work. Dr. Lerch distributed binders of the self-evaluation to Board members for their review and he indicated that feedback from Board members would be needed before the December 8, 2011 Board meeting so modifications could be incorporated into a polished and professional final draft. He commented that the role of the Board of Trustees in governance is contained throughout the document and that the more material Board members are able to read and provide feedback on will not only be appreciated but will enhance the quality of the final product. There was further discussion regarding the linkage of planning and budget in times of no funding and Dr. Chris Connell, English Instructor and Faculty Accreditation Representative, provided examples of how program review and planning processes are linked to budget through program and comprehensive program review. Dr. Lerch also reported that in addition to the self-evaluation document itself, the collection of accreditation evidence that will be provided to the ACCJC has been led by Cindy Hall, Administrative Assistant to the Superintendent/President, and she has been assisted by Morgan Conner, Human Resources Technician, and Michelle Ryback, Accounting Specialist in Business Services. President Elliott noted that he did not see the inclusion of a table of contents for the self-evaluation and Dr. Lerch responded that there would be one developed for the final draft. Trustee West commented that a list of acronyms would have been helpful for her and Dr. Lerch replied that an attempt was made in the document to spell out what acronyms stand for the first time they appear but he couldn't promise this was done each and every time.

- c) Jamie Cannon, Director of Human Resources/EEO, provided notice to begin negotiations on a successor agreement with the Associate Faculty Chapter, AFT/CFT, AFL/CIO. She reported that the duration article of the associate faculty contract requires that the District sunshine or make available for public comment the articles that it wishes to negotiate and will hopefully conclude with a collective bargaining agreement in front of the Board in June 2012. Ms. Cannon noted that the cover sheet included in Board packets contains the articles that the District wishes to negotiate. She also introduced Dr. Mick Presnell, Associate Faculty Union President, who additionally provided the Board with a list of articles that the Associate Faculty Chapter AFT/CFT, AFL/CIO wishes to negotiate and he added that he is optimistic about the process going well and that an aggressive meeting schedule to work out the agreement is planned.

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

**a) Board of Trustees**

Trustee Schramel noted that he has become aware that the CSU system plans to raise their tuition rates again and he inquired what effect this would have on community colleges and Dr. Taylor responded that this action may direct more students to community colleges for their education, but the question remains whether or not community colleges will be allowed to enroll them. Trustee West stated that she appreciated the efforts of the entire campus for the work they put in to develop the accreditation self-evaluation and that she is looking forward to reading the document. Trustee Shamberger reported that the Chester Progressive contained three positive articles regarding the efforts of Feather River College's volleyball team, soccer teams, and other campus events and he has enjoyed the coverage. President Elliott commented that Student Trustee Burfeind showed her willingness to assist Rotarians recently at a community immunization event held at the fairgrounds and he appreciated her intent and thoughtfulness.

**b) Associated Students**

No Report

**c) Academic Senate**

Rick Stock, Academic Senate President, reported on new faculty positions and how the Senate plans to approach the issue. He indicated that the Senate anticipates that spring 2012 will be dynamic in nature because of the Supplemental Employee Retirement Plan (SERP) and vacant faculty positions and that he at first thought the faculty would be close to consensus on the topic but he's finding that's not the case. Mr. Stock added that more dialog and information is needed by the Senate to determine what direction the District should go in and as a result the Career and Technical Division has developed as a tool a draft matrix to weigh the possibilities of new faculty hires using Education Plan criteria. He provided those present with the draft matrix document and he indicated that decision making on the issue will be delayed until all factors are known and that the Senate will likely need to meet more often in the spring as more information is gathered and made available.

**d) Classified Senate**

Connie Litz, Classified Senate President, reported that the Classified Senate is holding its annual fundraiser to support the Rose Cortez Memorial Scholarship. She also reported that since the inception of this scholarship, the Classified Senate has provided \$13,700 to 32 students to assist them with the purchase of their books and educational supplies. Ms. Litz also reported that classified employees are experiencing the effects of the redistribution of work as a result of the previous reductions in staffing and that stress levels are up as staff continue to strive to meet additional responsibility deadlines.

**e) Instruction**

Derek Lerch reported that as previously mentioned enrollment is open for the spring 2012 semester with preliminary numbers reflecting an increase of approximately 7 percent. He also reported that this could be the result of a number of factors and that he would keep the Board apprised of how these

numbers are changing in future monthly reports. Dr. Lerch added that one of the items approved earlier in the meeting when the Board voted to approve the Consent Agenda was a contract for a consultant to assist the College in looking at its fire science offerings funded by a federal grant related to career and technical education. There was further discussion of the topic and what direction the investigative tools used in the decision making process will take the institution. Trustee Sheehan commented that there has been recent email chatter related to a defensible space program and how this might be turned into an educational opportunity and he asked Dr. Lerch to make sure that the College gets involved if the opportunity presents itself.

Trustee Sheehan also commented that with regards to the report from Connie Litz on the Classified Senate, he believes that everyone understands that the budget reductions that were enacted fell heaviest on the classified staff and he noted that the sooner Ms. Litz could get specific on the distortions currently being experienced by the classified staff and the areas that are having the greatest problems with the modification of duties the better informed the Board would be on the situation. Ms. Litz agreed to provide the requested information as it becomes available. Dr. Lerch added that this issue is also being addressed through the District planning processes as they review employee requisitions for 2012-2013 and as all of the programs submit their Annual Program Reviews.

Dr. Lerch resumed his report on instruction by stating that members of the faculty are reporting that student behavior and performance in the classroom is better than it has been in previous years. He also reported that he has been busy working through faculty evaluations and has had the opportunity to meet with many associate faculty and listen to their perspectives on their programs and instruction in general. In closing comments, Dr. Lerch reported that Trustee Shamberger had recently facilitated a large donation of stained glass material to the Feather River College art department.

**f) Student Services**

Karen Pierson reported that Student Services has been involved in initiatives, especially in advising, to work collaboratively across the campus to increase efficiency with its students and an example of this involvement is the organized athletic enrollment that may have driven up the enrollment numbers that Dr. Lerch was reporting on. Dr. Pierson also reported that the College has just filed a new federally mandated report referred to as Gainful Employment which requires that colleges track career and technical students and their progress on their degrees and certificates. She also reported that with the demise of the Good Neighbor Policy, Student Services is working to provide outreach staff materials that positively portray the cost benefits of attending Feather River College by comparing the cost of attendance here to other colleges and universities. She elaborated by stating since the Good Neighbor Policy is being phased out and the institution is tightening up its residency requirements, it's important that materials be provided that portray Feather River College positively and with cost-savings in mind. Dr. Pierson additionally reported that individuals from various areas of Student Services is meeting regularly with Plumas Unified School District (PUSD) to place a

united front to PUSD in an effort to blend cultures and styles together and put together events frequently to be held on campus and that the next events are scheduled in April 2012 and will address financial literacy. Dr. Pierson added that under the coordination of Connie Litz, the Student Services Department in collaboration with the Diversity Committee and ASFRC are hosting a Thanksgiving lunch on Tuesday, November 22<sup>nd</sup> with the Diversity Committee tagging in on the need for donations to the food pantry that has seen increased levels of requests from students. She also reported that the Communications Committee is working on reactivating the College's presence on Facebook as there is a realization that this is how students like to interact and there is no cost or staff time involved. In closing comments, Dr. Pierson reported that ASFRC is without a president right now and that there is a campaign currently taking place to elect a new officer. She added that Timeisha Overton-Seymour is the acting president and that the new election is scheduled for December with a few students already expressing interest. Dr. Pierson additionally reported that Plumas Transit will be providing transportation for FRC students to and from the Reno International Airport at three different times to assist those students who need to catch a flight home during the Thanksgiving break.

**g) Superintendent/President**

Ron Taylor reported that the volleyball team went undefeated in their season and were Conference champions and that the football team's last game included three overtimes before Feather River College pulled out the win. J.D. Johnson, Head Football Coach, commented on the game and the win and Trustee Schramel added his perspective on how communication about athletic games has changed or "stayed the same" over the years. Mr. Johnson additionally reported that eleven members of the football team have achieved, "first team all-conference" status. Dr. Taylor returned to his report by stating that the Student Success Task Force (SSTF) that has been placing draft recommendations together for the community college system is in the process of finalizing their recommendations in the next few weeks and it will then present these recommendations to the Board of Governors for action by March 2012. He added that once the recommendations are final and adopted, he plans to brief the Board and the campus regarding the topic because they will point to a direction that the State system appears to be heading in.

Merle Trueblood, Director of Athletic Operations and Events, reported that the women's soccer team ended up with 18 wins and four losses and will be participating in regional playoffs in Modesto this weekend and that all five athletic groups competed very well this season.

There being no further business, the meeting was adjourned at 4:42 p.m.

RT/ch