

## **MINUTES**

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

Vice-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, May 22, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, CA.

*Trustees present:* Burkey, Elliott, Schramel, Sheehan, West, Student Trustee Sandlin

*Trustees absent:*

Vice-President Elliott reported that the Board of Trustees had met in Closed Session with regards to the search process for the Superintendent/President. He reported that the Board had voted to hire Dr. Ronald Taylor as the new Feather River College Superintendent/President effective July 1, 2008.

Trustee Sheehan requested that the consent agenda item regarding the hiring of Dr. Ronald Taylor as Superintendent/President effective July 1, 2008 be moved to Motion Item C1a of the regular agenda, (Sheehan/Schramel) unanimous.

The regular agenda for the May 22, 2008 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as amended, (Schramel/Sandlin) unanimous. The consent agenda for the May 22, 2008 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as amended, (Sheehan/West) unanimous.

The minutes of the Special Meeting held April 11, 2008 at Feather River College Administrative Conference Room, 570 Golden Eagle Avenue, Quincy, California, and the minutes of the Regular Meeting held April 17, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Schramel/Sandlin) unanimous.

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

Russell Reid, Director of Equine Studies, reported that when the Rodeo Program was first proposed in 2004, it was estimated that the projected number of students that would enroll in the program that first year would be 25 students, and that this number would increase to approximately 31 students by 2008. He stated that currently the program has between 60 and 70 students and that he contributes the growth of the program directly to the

quality of the people that the college has hired to become involved with its success. Mr. Reid stated that he was pleased to announce that in the May 21, 2008 edition of the Feather River Bulletin, there was a full page article reporting that the Feather River College Rodeo Team is ranked seventh in the nation. He added that he wanted to acknowledge the assistant coaches for the men's and women's rodeo team, Scott Spero, Bill Bugenig, and Valerie Segura for all the work that they do to help prepare students for events throughout the season. Jesse Segura, Head Rodeo Coach, also introduced team members Josh Derry from Salinas, California, and Steve Hacker of Battle Mountain, Nevada, as two of the eight team members who qualified to represent the college in the national rodeo finals in Wyoming next month. Mr. Segura thanked the Board of Trustees and others present for all the support the program receives throughout the year.

**ADMINISTRATION OF THE OATH OF OFFICE – Leah West – Provisional Appointment to the Board of Trustees**

Dr. Carroll administered the Oath of Office to Ms. Leah West for the provisional appointment to the Board of Trustees. President Burkey welcomed Ms. West to the Board of Trustees, and stated that she is looking forward to working with her on issues that affect the college.

**B. CONSENT AGENDA**

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

**C. REGULAR AGENDA**

**\* 1. Motion Items**

a) Vice-President Elliott requested Approval of Dr. Ronald Taylor as the new Superintendent/President of Feather River College effective July 1, 2008. He stated that the term of Dr. Taylor's contract would be for three years at a beginning salary of \$157,500, and that the contract would have renewal provisions with evaluations. There being no objection or further discussion, the request to approve Dr. Ronald Taylor as Superintendent/President effective July 1, 2008, based on a three year contract, at a beginning salary of \$157,500 was approved as presented, (Sheehan/Schramel) unanimous.

b) Susan Carroll, Superintendent/President, requested Approval of Revised Board Policy BP 3500, Communicable Disease. She stated that the policy had been slightly revised, approved by Cabinet, and assures that all newly hired employees are free from tuberculosis. There being no objection or further discussion, the request to Approve Revised Board Policy, BP 3500, Communicable Disease, was approved as presented, (Burkey/Sandlin) unanimous.

c) Michael Bagley, Chief Instructional Officer, requested Approval of New and Revised Courses. He stated the request involved outlines or programs that have been updated to concur with what is presently being taught, others to be retired, or that they are a new course being introduced. Dr. Bagley stated that the most notable addition to the packet of courses was Attachment B-1, Individualized Contract Certificate of Completion Environmental Studies. He stated that the curriculum committee had approved a certificate to provide Environmental Studies students the opportunity to work collaboratively with a faculty member to develop a certificate that meets that student's educational goals. Trustee Sheehan requested information as to whether or not this certificate might include the needed involvement for ongoing monitoring by students of Spanish Creek. Dr. Bagley replied that this subject matter would meet the requirement for the Individualized Certificate of Completion. Dr. Carroll noted that the monitoring and cleanup of the waterway that runs along the side of Feather River Fitness might also meet the needs and educational goals for a student desiring to receive an ICC in this area. Dr. Bagley also explained that Attachment C of the request involved small unit certificates in the area of Agriculture and Administrative Office Management. There being no objection or further discussion, the request to Approve New and Revised Courses was approved as presented, (Sheehan/Schramel) unanimous

d) Russell Reid requested Approval of Expenditure for Hay Purchase Exceeding Delegated Limits. He stated that prior Board approval is required for purchases of goods, equipment, or supplies that exceed contract limits of \$72,400. Mr. Reid also noted that using preferred vendors for the purchase of hay will allow him to negotiate the lowest possible price for the product. There being no objection or further discussion, the request for Approval of Expenditure for Hay Purchase Exceeding Delegated Limits was approved as presented, (Sheehan/Burkey) unanimous.

e) Russell Reid requested Approval of Additional Hay Barn Storage Facility. He stated that information regarding the municipal lease proposal from Dooling Lease Management Corporation for a new hay barn addition had been included with Board packets for review. Mr. Reid explained that the lease on the current storage building would be paid off and a new lease with a lower interest rate would be agreed to. He added that the additional storage facility would allow him to be more competitive with the purchase of hay and therefore be a business opportunity that would benefit the program and the college. Trustee Elliott requested verification that the new lease amount would total \$204,284.81. Jim Scoubes replied that the payoff on the current lease would be \$74,531.81, and that the new hay barn addition costs total \$129,753.00, for a total cost of \$204,284.81. He also stated that annual payments of the new lease would be amortized over ten years. There being no objection or further discussion, the request for Approval of Additional Hay Barn Storage Facility was approved as presented, (Sheehan/Sandlin) unanimous with a recommendation from Trustee Sheehan that Mr. Reid continue to work with the aesthetics of the building as seen from the roadway.

f) Susan Carroll requested Approval of Delegation of Authority to Award Degrees and Certificates. She stated that the request meets Education Code requirements for degrees and certificates to be awarded for graduation on Saturday, May 24, 2008. There being no objection, the request for Approval of Delegation of Authority to Award Degrees and Certificates was approved as presented, (Sheehan/Burkey) unanimous.

g) Susan Carroll requested Approval of Privileges of Student Trustee. She stated that Board approval is requested to authorize the student member of the Board of Trustees the privileges as listed in Board Policy 2015 for the 2008-09 academic year. She stated that Lydia Sandlin, Student Trustee, and Scott "Red" Russell, ASFRC President, have indicated that they would like to submit requests for revision of the policy. Mr. Russell stated that he would like to renew it with the student government next fall as there were several things he did not like about the current policy. After further discussion, the request for Approval of Privileges of Student Trustee was tabled until the Board could be provided with further information on revisions as well as a copy of Education Code regarding the issue, (Burkey/Sheehan) unanimous. Dr. Carroll noted that the current BP 2015 will remain in effect until modifications are approved through the shared governance process.

h) Jim Scoubes, Chief Financial Officer, requested Approval of the District Schedule of Fees for the 2008-09 Academic Year. He stated that the District's schedule of fees had previously been submitted and approved earlier in the academic year, and that since then, the Chancellor's Office has submitted information that would allow, with Board approval, an increase in the student health fee of one dollar. Mr. Scoubes stated that the funds would be used exclusively to subsidize the contract that the District currently has with the Plumas County Health Department. There being no objection, the request for Approval of Adjusted Fee Schedule for the 2008-09 academic year was approved as presented, (Sheehan/Schramel) unanimous.

**\* 2. Roll Call Items**

a) Zachary Parks, Hatchery Director, requested Approval of Resolution 07/08-10 Sierra Nevada Conservancy Grant Applications. He stated that Sierra Nevada Conservancy requires Board approval of the resolution to give him permission to sign for the two grant applications previously presented and approved by the Board. He further stated that the Conservancy had recently awarded Feather River College \$26,000 of the \$50,000 Education and Tourism Grant that was applied for in addition to the \$70,000 Site Improvement Grant previously awarded to the College. There being no objection, the request for Approval of Resolution 07/08-10 Sierra Nevada Grant Applications was approved as presented.

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

Noes: None

Absent: None

Abstain: None

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

- a) Jim Scoubes presented the District's Quarterly Financial Report as of April 30, 2008. He reported that District revenues and expenditures remain within Board-approved budget. There was further discussion regarding the FY 08-09 budget, and Mr. Scoubes indicated that it is still too early to report on what, if any, budget reductions there will be and how they will affect community colleges.
- b) Cameron Abbott, Director of Human Resources, stated that Government Code 12950.1 requires supervisors to receive two hours of sexual harassment training within every two year period. He stated the options for the training included a training session conducted in collaboration with the Alliance for Workforce Development, an internet based training session, or training delivered in-house and arranged through his department. After further discussion it was decided that two hours of in-house training scheduled to begin prior to the Board meeting in July would be acceptable and Board members requested that Mr. Abbott make arrangements for the training to take place.

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

#### **a) Trustee Reports**

Trustee Schramel commended the Academic and Classified Senates for the impressive work that has been accomplished while he has been a member of the Board, and he added that he felt their efforts were clearly in line with the mission and vision of the college. President Burkey concurred with Trustee Schramel stating that the unity within campus committees creates a positive environment for the important work of the college.

Student Trustee Sandlin informed the Board and those present that she was recently notified by the University of California Berkeley that she has also been awarded Regent Scholar status with their institution, and she reported that she will be making a decision in early June as to what university she will attend in the fall.

Trustee Sheehan recognized Zachary Parks for his efforts on improving conditions at the Hatchery, and for his work on the recent Sierra Nevada Conservancy grant awards. He also commended Dennis Bailey-Fougner, Chief Student Services Officer, for his interest and good work regarding the Plumas Eureka Ski Hill.

Trustee Elliott stated he was pleased with the manner in which the search process for the Superintendent/President was handled. He also stated that he felt the information and guidance received from the search consultant, Dr.

Carl Ehmann, was beneficial and that the committee members and Board members had worked hard to meet the responsibilities of selecting the candidate best qualified to lead the college. Trustee Elliott also welcomed Trustee Leah West to the Board of Trustees and he stated he was looking forward to working with her on college and community issues.

Trustee Elliott additionally requested information on the status of the Library Technology Building. Nick Boyd, Director of Facilities, reported that construction will begin on the facility in September 2008 and that currently the final working drawings are still being evaluated by the State Department of Architecture. He also informed the Board that there would be a resolution on the Board agenda at the June 19, 2008 meeting requesting approval to submit the project out for bid. Mr. Boyd reported that it is important to receive approval to start the bid process in June so that funding being held for the project is not rolled over by the State into the next fiscal year.

**b) Associated Students**

Scott "Red" Russell reported that elections have been held for new ASFRC officers for the 2008-09 year. He stated that the new ASFRC President will be Vontray Sellers, Vice-President will be Katie Redman, Treasurer will be Jesus Miguel Altuna, and Chad Scoma will be the new student trustee. He also reported that repairs have been completed to the pool table in the student lounge, and that a well attended beach party had been held for students on May 14<sup>th</sup>. Mr. Russell also extended his thanks to everyone on campus that has assisted students and ASFRC throughout the academic year.

**c) Academic Senate**

Chris Connell, Academic Senate President, stated that on behalf of the Academic Senate he wanted to welcome Dr. Ronald Taylor to the campus. He also extended his thanks to the Board of Trustees and Dr. Ehmann for the guidance and work accomplished during the well-handled process.

Dr. Connell reviewed the work being done by the Academic Senate with regard to the HPEES degree and division chair responsibilities, and he added that as a result of that work he had met with coaches regarding the concerns they have and their overall relationship with instructional faculty. He further explained that these discussions did not result in a consensus, and the matter will be deferred for further discussion during the 08-09 academic year.

Dr. Connell also reported that two new majors will be submitted to the Chancellor's Office in June to replace the current Liberal Studies degree awarded by the college. He explained that this is being done to comply with the Chancellor's Office mandate that unstructured Liberal Studies degrees would no longer be accepted. Dr. Connell recognized Dr. Thomas Heaney for his work on the two new degrees and stated that they will be on the agenda for Board approval at the June 19, 2008 meeting.

Dr. Connell additionally reported on the vision statement that has been discussed recently by the Academic Senate, and he explained that after

several meetings and collective values discussions that the Senate had decided to keep the statement informal and open for future discussions.

**d) Classified Senate**

Jamie Meiners, Classified Senate President, reported that pursuant to Classified Senate By-laws, elections for new officers have taken place and it appears that the same officers will remain in place for the 08-09 academic year.

**e) Instruction**

Michael Bagley reported that work is continuing on the distance education plan for the summer and a curriculum review and assessment process for remote learning courses is also scheduled to take place. Dr. Bagley noted that he is pleased with the progress of the ISP Program and that a six week summer session begins July 1, 2008 for students at the California Correctional Facility in Susanville, and that a 24 week bridged pilot semester program has been designed for students at the Chowchilla Women's Facility. He added that in spring 2009 the program will be awarding degrees to the first cohort of students enrolled in the program. Trustee Sheehan requested information on whether or not Dr. Bagley would be submitting a plan to the Board on how expenses involved with the ISP Program can be lowered. Dr. Bagley replied that strategies for lowering costs will be reviewed over the summer. He added that the college has received information that non-credit courses would not be counted against the 1,500 FTES cap currently in place for students with Good Neighbor status, and that discussions with the Chancellor's Office may include a request to grant Feather River College an exception to the 1,500 FTES cap with regards to the growth that it is experiencing.

**f) Student Services**

Dennis Bailey-Fougnier reported that recruitment events had been held for Equine Studies and Day in the Mountains and both events combined resulted in the registration of a record 150 new students for the fall 2008 semester. He commended Bruce Baldwin, Director of Marketing and Outreach, Connie Litz, Administrative Assistant to the CSSO, and Crystal Anderson, Instructional Assistant Equine Studies for their efforts in coordinating these events. Mr. Bailey-Fougnier also reported that, in the last thirty days the Child Development Center has received three visits from the State of California Child Development Accreditation teams and all three visits resulted in the highest ranking possible being given to the Center.

Mr. Bailey-Fougnier also reported that Student Services personnel, with the assistance of Cameron Abbott, Director of Human Resources, have been participating in Core Values Workshops for the last two months. He stated that the five core values that Student Services agreed upon are: integrity, respect, teamwork, optimism, and compassion. Mr. Abbott added that he is continuing to meet with the groups regarding ways in which these values can be incorporated into daily activities.

Mr. Bailey-Fougner also reported that he and Sally Donovan, Institutional Research Coordinator, have been attending Webinars, online versions of classes which involve using a process that utilizes predictive analysis to determine how the college can increase its retention rates. He also noted that Business Services and Student Services have been in training for the past week in preparation for Banner Software implementation scheduled to go live in the business and finance areas on July 1, 2008.

**g) Superintendent/President**

Dr. Carroll presented Student Trustee Sandlin with her All-California Academic Team medallion and congratulated Ms. Sandlin on her many accomplishments while a student at Feather River College. She also reminded the Board that the preliminary budget will be submitted for approval at the June 19, 2008 meeting, and that additional time to review the document might be a consideration.

Dr. Carroll welcomed Dr. Ronald Taylor to the Feather River College campus, and stated that she would make herself available to assist him to the degree that he would like her to do so.

Russell Reid announced that the Foundation is sponsoring a lecture series fundraising event featuring Mr. Bill Wattenburg, on Wednesday, June 4, 2008, at the Studio Galley and Town Hall Theatre. He extended an invitation to those present to attend the event if their schedules allowed. He also announced that tickets are available for purchase for \$30.00 at various locations in the county, or at the door the evening of the event.

There being no further business, the meeting was adjourned at 4:35 p.m.

SC/ch