

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

President Sheehan announced that the Board of Trustees had met in Closed Session and that it had taken action to authorize the administration to enter into negotiations with the Spanish Creek Motel for use as student housing.

4. ITEMS FROM THE PUBLIC

Leaf Van Pelt, Independent Living Program (ILP) Coordinator and Member of the Public, expressed his support for transition age foster youth and homeless youth in crisis. He explained that a Memorandum of Understanding (MOU) between Feather River College and the Plumas Crisis Intervention and Resource Center had been approved for the spring semester that provided designated office space within the Financial Aid Office for the ILP Coordinator to share and provide resources for foster youth and that he would like to see the MOU renewed for the fall semester. He stated that support for this student population is important to have on a college campus because foster youth also want to further their education. Cindy Hall, Administrative Assistant distributed informational packets on the topic to the Board of Trustees and others present and Mr. Van Pelt shared with the group a portion of the statistics contained in the information as he advocated for a renewal or extension of the MOU signed in January.

Alyia Pilgrim, Financial Aid Technician and Member of the Public indicated that the informational packets distributed contained data obtained from some of the reports she was able to pull on foster youth that reflects a trend of these students enrolling at Feather River College for one semester and then dropping out or not returning to finish the academic year. She stated that having additional resources on campus for foster youth and youth in crisis will help these students to be able to return to school and have greater success in their education. President Sheehan thanked Mr. Van Pelt and Ms. Pilgrim for their information while explaining that generally to be able to act on items, the item needs to be placed on the agenda and he would ask that Kevin Trutna, Superintendent /President report out on the topic at a future meeting of the Board.

1. Call to Order

President Sheehan called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:19 p.m. on Thursday, June 19, 2014 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

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

Trustees absent:

2. AGENDA:

The regular and consent agendas for the June 19, 2014 meeting were approved as presented, (Elliott/Ware/Sheehan/McNett/West Aye) (None Opposed).

3. MINUTES:

The minutes from the May 15, 2014 meeting at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (McNett/West/Sheehan/Elliott/Ware Aye) (None Opposed)

5. CONSENT AGENDA

Trustee Elliott questioned Consent Agenda Item 5A7, Approval of Agreement between Feather River Community College District and Crowe Horwath LLP for professional audit services for the year ending June 30, 2014. Kevin Trutna, Superintendent/President addressed the question asking if there were any changes in the cost of audit services from the previous year and Jim Scoubes, Chief Financial Officer responded that there were not. Dr. Trutna also indicated that Trustee Elliott had a question on Consent Agenda Item 5A6, Approval of Professional Services Agreement between Feather River College (Client) and Lionakis (Architect) for the purpose of providing Client with design services in connection with Feather River College LRC Close Out. Cindy Hall distributed additional backup documentation on the request to the Board of Trustees that included Exhibit A containing information that included a description of the project, services, clarifications, and compensation. Dr. Trutna asked Nick Boyd, Facilities Direction/CTO to provide additional comments on what the close out services would include and Trustee Elliott interjected that his question focused mainly on the scope of work that the architects would be providing. Mr. Boyd explained that the Chancellor's Office has produced a spreadsheet listing community college projects that still need to be closed out and Feather River College is on the list for about four or five different projects one being the Learning Resource Center. He added that for this project the District will have Lionakis, as structural engineer and architect on the LRC project, assist Counterpoint Construction with its DSA Close Out of special inspection items including concrete samples that originally did not meet specifications. President Sheehan indicated that from a procedural standpoint it would be much better if the Board of Trustees received attachments and backup documentation earlier and that in the future such as item should be placed on the regular agenda and not the consent agenda and there was further discussion.

Trustee West asked whether or not the District ever considers changing the auditing firm that it retains for audit services and Jim Scoubes responded "yes" and that if this was something that the Board of Trustees wanted him to look into he would comply with its request. Dr. Trutna also explained that audits are professional services so you do not have to go with the lowest bid and that next year alternative bids could be looked at. Trustee McNett asked how long the current firm has been conducting audits for the District and the responses indicated between 10 and 15 years. President Sheehan stated that the process to change auditing firms is laborious and involves many committee meetings and if there is a recommendation to move forward with a change he wanted the Board to be aware of the time involved. Dr. Trutna suggested that the timeline could be discussed at the next Board meeting and there was consensus.

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations and Reductions, Approval of Professional Services Agreement between Feather River College (Client) and Lionakis (Architect) for the purpose of providing Client with design services in connection with Feather River College LRC Project Close Out, Approval of Agreement between Feather River Community College District and Crowe Horwath LLP for professional audit services for the year ending June 30m 2014, Approval of Agreement between Feather River Community College District and Atkinson Andelson Loya Rudd & Romo for legal services as needed during the 2014/2015 fiscal year were approved as presented (Elliott/West/Sheehan/McNett /Ware Aye) (None Opposed).

6. REGULAR AGENDA

*** A. Motion Items**

- 1) Kevin Trutna requested Approval of State Department of Education Child Development Division Program Self-Evaluation Report. After further discussion and comments from Karen Pierson, Chief Student Services Officer the request for Approval of State Department of Education Child Development Division Program Self-Evaluation Report was approved as presented, (West/McNett/Sheehan/Elliott/Ware Aye) (None Opposed).
- 2) Kevin Trutna requested Approval of Feather River College Five Year Capital Outlay Plan. He explained that the Chancellor's Office requests that the five year plan be updated each year and he noted that the gym modernization project is the farthest along in the process with funding depending on whether or not Governor Brown signs the current proposed education legislation on construction bonds. Trustee McNett asked for explanation on some of the codes on the right hand side of backup documentation and Nick Boyd explained that the codes refer to different forms at the Chancellor's Office that assist in costing out the project and that the numbers refer to notes on discussions that have taken place. Trustee Elliott also asked if there was any hope that the replacement of temporary buildings might take place and Mr. Boyd responded that there was. After further discussion and there being no objection, the request for Approval of Feather River College Five Year Capital Outlay Plan was approved as presented, (McNett/Elliott/Sheehan/Ware/West Aye) (None Opposed).

*** B. Roll Call Items**

1. Kevin Trutna requested Approval of Resolution #13/14-11 Approval of Final Project Proposal (FPP) for Gym Modernization. After further discussion and there being no objection the request for Approval of Resolution #13/14-11 Approval of Final Project Proposal (FPP) for Gym Modernization was approved as presented.

Ayes: Sheehan, Elliott, McNett, Ware, West

Noes: None

Absent: None
Abstain: None

C. Special Items/Reports

- 1) Jim Scoubes presented the District's Monthly Financial Status Report as of May 31, 2014. He reviewed the Unrestricted General Fund Summary stating that the District has expended 84% of approved budget for the current year and that 11 months of the fiscal year have been completed with a six percent decrease month to month in spending from the prior year. Mr. Scoubes also reported that the governor has not approved the state budget yet and he hasn't received any communication from the Chancellor's Office with regards to its status. Kevin Trutna added that at the next meeting the Board could expect to see an item on the agenda asking for approval of employee salary schedules.

D. Communications, Presentations, and Reports

1. Board of Trustees

No Reports

2. Associated Students

Karen Pierson, Chief Student Services Officer reported that she is beginning to meet with two new ASFRC officers and that one of the first things they are looking forward to doing is surveying the students to see what they are interested in. She also reported that they will be participating in new student orientation and plan to clean up and organize the ASFRC office downstairs across from the student lounge.

3. Academic Senate

Derek Lerch, on behalf of Jeanette Kokosinski, reported that obviously the Senate has not been meeting but he has been working with Dr. Kokosinski on the implementation of the new CurriCUNET software. Trustee McNett asked about the status of the art instructor position and Dr. Lerch announced that a selection had been made to hire Rafael Lopez de San Ramon Blanco and that Mr. Lopez is someone who is energetic and loves art and he's the type of instructor that references indicate students will automatically be drawn to.

4. Classified Senate

Connie Litz, Classified Senate President reported that the Senate has voted in a new slate of officers effective July 1, 2014 and that the new Classified Senate President will be Brian Murphy, Julie Orloff will continue as secretary, and Virginia Jaquez will be treasurer.

5. Instruction

Derek Lerch reported that the mid-term accreditation report was handed out at the last meeting and he's been working off and on incorporating comments from the campus and preparing to place it on various agendas

in September for shared-governance approval before bringing it to the Board of Trustees for final approval later in the fall. Trustee McNett addressed the pagination errors that were in his copy and Dr. Lerch indicated that he would see that corrected copies were sent out to all members of the Board. There was also brief discussion regarding San Francisco City College and President Sheehan asked Dr. Lerch if he's picked up on anything on the issue in his work with the mid-term accreditation report and there was further discussion.

6. Student Services

Karen Pierson reported that decisions have been made to distribute the college's work study allocations to all supervisors and that this year the District was able to allocate 28,379 hours which was 1,845 more than last year. She also reported that Community Education is a program under Student Services that Connie Litz oversees and Ms. Litz recently completed writing a comprehensive program review on the program for the last three years that she's been involved in it. Dr. Pierson explained that classes in the Community Education Program include arts and crafts, woodworking, film, quilting, guitar, journaling, horse-back riding, and that the program is designed for life-long learners and is non-credit in nature and based on need and availability of the instructor. Dr. Pierson additionally reported a good deal of time has been spent on re-thinking the website and with the launch of the new website scheduled for the middle of July the focus is going to be to have the website geared more towards the student's perspective and trying to give them comprehensive access to the information they need to receive services. Dr. Pierson also informed the Board that the District was asked by the Chancellor's Office to fill out a survey identifying how the college serves its students including distance education students and the survey has made the campus think about what areas are doing a good job and areas that need to be improved upon. She added that letters are being sent out to students who have been dismissed for academic reasons or put on probation and in wanting to treat all students the same, this year students in the Incarcerated Student Program (ISP) also received these letters. She added that students in the ISP that receive these letters would need to contact their individual program director with any questions. Dr. Pierson answered questions about the student employment process and mentioned that planning for new student orientation is taking place and the Network Fair will be held again on August 22nd which is an opportunity for students to familiarize themselves with community resources. Dr. Pierson stated that Student Services is also starting to organize the College Career and Transfer Fair which is set for September 17th and it will be focusing this year more on programs at Feather River College as opposed to career representatives that were previously retained with funding from a grant. Dr. Pierson also indicated that she has met with Johanna Downey and Anne Gaudet, representatives from the Plumas Crisis Intervention and Resource Center because she wants to make sure that all students are fully aware of all the resources available to them in the community when there is a sexual assault and that there will be information on the new website regarding what students can do to keep themselves safe.

7) **Superintendent/President**

Kevin Trutna stated that the Board of Trustees had his written report and that he would highlight the article written in the national magazine America's Horse entitled *Making the Right Match* as it features Morgan Austin a freshman student on the rodeo team at FRC. Dr. Trutna also reported out on students graduating from the Educational Talent Search (ETS) and Upward Bound programs and Teresa Gallagher's recent production of *Beauty and the Beast* that ended up having four complete sell-outs each night. Dr. Trutna also touched on the new website with a planned launch the week of July 14th and the Book in Common novel *The Book Thief* chosen by the faculty and one that he had provided Board members with copies of. In closing comments, Dr. Trutna reported that Phi Theta Kappa (PTK) will be starting back up under Dr. Katie Desmond's leadership and the college will be providing some seed funding and student help to reinvigorate the chapter.

There being no further business, the meeting adjourned at 4:10 p.m.

KT/ch