

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 3:12 p.m. on Thursday, May 20, 2010 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Shamberger, Sheehan, West, Student Trustee Camp

Trustees absent:

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

Student Trustee Camp arrived at the meeting at 4:12 p.m.

The regular agenda for the May 20, 2010 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as presented, (Schramel/West) unanimous.

President Elliott requested agenda item B1a, Ratification of Personnel Requisitions, be moved from the Consent Agenda to the Regular Agenda as agenda item number C1a for further discussion. There being no objection or further discussion, the Consent Agenda was approved as amended, (Shamberger/Sheehan) unanimous.

The minutes of the Regular Meeting held on April 15, 2010 at Feather River College, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Schramel) unanimous.

A. ITEMS FROM THE PUBLIC

Ron Taylor, Superintendent/President, distributed a copy of a letter received from Lawrence Kutner, Ph.D. Executive Director of the Jack Kent Cooke Scholarship Foundation, congratulating Feather River College on the selection of one of their students, Ehren Bentz, as a recipient of one of the Jack Kent Cooke Foundation Undergraduate Transfer Scholarships that will provide up to \$30,000 a year towards tuition and a stipend beginning in the fall of 2010. Dr. Taylor introduced Mr. Bentz, who was present, and described him as a distinguished student who will continue his studies at Oregon State University in the fall of 2010. Dr. Taylor also recognized Anna Thompson, Biology Instructor, who was instrumental in assisting with the scholarship award and Dr. Thomas Heaney, History Instructor, who also guided Mr. Bentz through the complex application process. Dr. Taylor stated that Mr. Bentz is the second Feather River College student to receive the prestigious

scholarship award that recognizes a student who demonstrates an outstanding record of achievement in academic, service, leadership, and community involvement. Trustee Schramel asked about Mr. bentz's background, and Dr. Taylor noted that Mr. Bentz is from Greenville. President Elliott congratulated Mr. Bentz on the scholarship award and invited him back to a future Board of Trustees meeting to provide the Board with an update on his first semester of transfer studies.

B. CONSENT AGENDA

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

C. REGULAR AGENDA

*** 1. Motion Items**

a) President Elliott requested further discussion on agenda item C1a, Approval of Employee Requisitions. He specifically requested additional information on the CTE Projects & Grant Director assignment noted on page one of the document. Dr. Taylor explained that the CTE Projects & Grant Director assignment is funded strictly by grant funds and will not be an increase to the institution's general fund expense. He also stated that the position had previously been operated on a stipend basis and that the College realized that the appropriate way to fund the position was with a job description and an appropriate recruitment given it is a major role. Jamie Cannon, Human Resources Director, reported that in upcoming academic years this position will be funded by the SB 70 grant which focuses on career technical education. After further discussion and there being no objection, the request for Approval of Employee Requisitions was approved as presented, (Sheehan/Schramel) unanimous.

b) Michael Bagley, Chief Instructional Officer, requested Approval of New and Revised Courses. He stated that the request included revisions and updates to course numbering and top code classifications, an environmental studies capstone course, and an additional new distance learning addendum in nursing. Dr. Bagley additionally explained that included in the request were revisions to courses and the retirement of a significant number of music courses that have been part of the Chester Community Chorus. He explained that the main reason behind the retirements was a recommendation from the State that colleges move away from avocational courses and personal interest courses for apportionment, and that this is a proactive response to that recommendation. There was additional discussion of the request that included substantive items of revision to the Intersegmental General Education Transfer Curriculum (IGETC) for purposes of transfer and revisions to the Business, Early Childhood Education, and Liberal Studies programs. There being no objection the request for Approval of New and Revised Courses was approved as presented, (West/Sheehan) unanimous.

c) Jim Scoubes, Chief Financial Officer, requested Approval to Purchase Hay for Feather River Community College in Excess of Delegated Limits. He

explained that the request is submitted for Board approval annually and that the purchase of hay is considered a “spot commodity” item because it is subject for immediate sale and receipt versus a future commodity purchase. Mr. Scoubes also stated that the request was for the purchase of hay not to exceed the 2010-2011 budget amount and public contract code price index amount currently set at \$78,500. After further discussion and there being no objection, the request for Approval to Purchase Hay for Feather River Community College in Excess of Delegated Limits was approved as presented, (Sheehan/Schramel) unanimous.

d) Dr. Taylor requested Approval of Delegation of Authority to Award Degrees and Certificates. He stated that commencement exercises will take place on Friday, May 21, 2010 and in this context he would request that the Board delegate to him the authority to award degrees and certificates. There being no objection or further discussion, the request for Approval of Delegation of Authority to Award Degrees and Certificates was approved as presented, (Schramel/Shamberger) unanimous.

e) Jim Scoubes requested Approval of Quarterly Financial Status Report, CCFS-311Q for the Quarter Ended March 31, 2010 (Q3). He stated that the report is a snapshot in time of revenue and expenses for the unrestricted general fund. After further discussion and there being no objection, the request for Approval of Quarterly Financial Status Report, CCFS-311Q for the Quarter Ended March 31, 2010 (Q3) was approved as presented, (Sheehan/West) unanimous.

f) Merle Trueblood, Director of Athletic Operations and Events, requested Approval of Medi-cal Administrative Activities (MAA) Contract. He stated that the MAA contract is between Feather River College and Glenn County Office of Education for services related to Medi-Cal administrative activities. He further explained that the Glenn County Office of Education has an agreement with the California Department of Health Care Services and that pursuant to this agreement Feather River College, as an administrative agency, is allowed to claim reimbursement of federal monies for Medi-cal related services and other administrative activities that college staff perform. After further discussion and there being no objection the request for Approval of Medi-cal Administrative Activities (MAA) Contract was approved as presented, (Sheehan/Schramel) unanimous.

g) Ron Taylor requested Approval to Hire Brian Murphy as Coordinator of Institutional Research and Planning Effective May 20, 2010. Dr. Taylor introduced Brian Murphy, who was present, and he indicated that the main focus of Mr. Murphy’s responsibilities will be conducting research to support institutional effectiveness and planning efforts and to also produce information and data that staff members will depend on for program planning, etc. After further discussion and there being no objection, the request for Approval to Hire Brian Murphy as Coordinator of Institutional Research and Planning effective May 20, 2010 was approved as presented, (Sheehan/Shamberger) unanimous.

h) Ron Taylor requested Approval to Hire Jamie Cannon, as Director of Human Resources Effective July 1, 2010. Dr. Taylor stated that Ms. Cannon

has been filling the position on an interim basis for several months and she just recently completed her masters degree in business administration. Dr. Taylor also stated that Ms. Cannon has extensive background in human resources responsibilities, is well qualified for the position, and she has been doing an outstanding job for the College on an interim basis. After further discussion and there being no objection, the request for Approval to Hire Jamie Cannon as Director of Human Resources effective July 1, 2010 was approved as presented, (Schramel/West) unanimous.

i) Lisa Kelly, Interim Associate Dean of Student Services, requested Approval to Accept Facilities Renovation Repair (FRR) Award Funding. Dr. Kelly introduced Shelley Morrison, Director Child Development Center, and requested that she provide the Board with additional information on the funding. Ms. Morrison reported that the award in the amount of \$18,800 and is the result of a competitive grant process that she and Nick Boyd, Director of Facilities, worked on. She further reported that funding will be used to repair and renovate the kitchen at the Child Development Center, provide for an awning to the outside of the facility, and move the current location of the sandbox to the upper portion of the play yard. After further discussion and there being no objection, the request for Approval to Accept Facilities Renovation Repair (FRR) Award Funding was approved as presented, (Schramel/Sheehan) unanimous.

j) Ron Taylor requested Approval of Loan Agreement with Feather River College Foundation. He stated that the Board had previously authorized him to negotiate with representatives from the Foundation and that after several meetings they have been able to conclude the process with the attached draft of a loan agreement that was just recently approved by the Foundation Board. Dr. Taylor stated that the idea is to use the funds, with certain conditions specified in the loan agreement, to repair the roofs and other related conditions at the residence halls. He also reported that the loan amount is for \$350,000 and is subject to other conditions stated in the draft loan document. After further discussion and there being no objection, the request for Approval of Loan Agreement with Feather River College Foundation was approved as presented, (Shamberger/Schramel), Elliott, Sheehan abstaining.

k) Ron Taylor requested Approval of Lease Agreement and MOU with Feather River College (FRC) Foundation. He stated that in a similar process as the one used to negotiate the loan agreement with the Feather River College Foundation, the Board had previously authorized him to negotiate with representatives from the Foundation to negotiate a new agreement and the result was the development of a lease agreement and Memorandum of Understanding (MOU) by which the District can lease the Foundation's Feather River Fitness and Recreation Center. He also stated that after several meetings they have been able to develop a draft plan of a business proposal, with certain staffing included, and some economies of scale that were not available to the Foundation. Dr. Taylor further explained that the lease agreement is a framework that will allow the College to operate the facility as a community center for community education with activities aimed at community health and fitness. After further discussion and there being no objection, the request for Approval of Lease Agreement and MOU with

Feather River College (FRC) Foundation was approved as presented, (Shamberger/Schramel) Elliott, Sheehan abstaining.

*** 2. Roll Call Items**

None

3. Special Items/Reports

- a) Jim Scoubes, Chief Financial Officer, presented the District's monthly financial status report as of April 30, 2010. He reviewed the Unrestricted General Fund Summary and he noted that for the current year revenue is reflected at \$9,097,017 or seventy-one percent of the budget and expenditures stand at \$9,458,683 or seventy-five percent of the budget. Mr. Scoubes also reported that the mid-month report from the State indicates that the Governor's budget revision is still favorable to community colleges but that a battle is still looming over the final budget and that it may take months to finalize with cash flow for the District continuing to be an issue. Trustee Sheehan inquired whether or not Mr. Scoubes felt that the District would come in under budget for the year with regards to expenditures and Mr. Scoubes replied that at this point in the fiscal year the District is under budget and would likely remain under budget due in large part to hiring deferrals put in place beginning in July 2009.
- b) Ron Taylor provided those present with an update on the Strategic Plan, Mission Statement and Vision Statement process. He reported that there would be a final version of the revised Strategic Plan, and a progress report on what has been accomplished on the current Strategic Plan, submitted for Board approval at its June 2010 meeting. Dr. Taylor indicated that the most noticeable change in the revised Plan is that sustainability is no longer its own strategic direction but is rather a theme that is folded in to the whole Plan itself. President Elliott suggested that the Strategic Plan be reviewed as a Board prior to submitting it for approval so there would be sufficient time to discuss the material and Dr. Taylor concurred that the Board could plan for this discussion at a planning retreat yet to be scheduled.
- c) Nick Boyd provided those present with an update on the Learning Resource Center Construction Project. He reported that the structural steel portion of the project is nearing completion and that the building has been lined and plumbed. He also reported that the second floor decking installation is scheduled to begin on Monday, May 24, 2010 which will allow other contractors to begin scheduled work over the next thirty days. Mr. Boyd also reported that the 21,000 gallon tank for the artesian well is ordered and should arrive for installation in approximately twelve weeks. Trustee Sheehan requested an estimated date of completion on the facility and Mr. Boyd replied that completion is currently trending to February 11, 2011.
- d) Nick Boyd reported that the Final Project Proposal (FPP) submitted in June 2009 for the remodeling of the Multi Purpose Building has been

placed into the State spending plan for 2011-2012. He also stated that pending the outcome of the vote for the general obligation bond in November there is the potential for renovation to begin in 2013 or 2014. Mr. Boyd also reported that input from the campus that has been received over the last several years with regards to a Master Facilities Plan was sent to architects and he distributed handouts of two conceptual drawings that were submitted by the architects for the District. He provided the Board with explanations of both concepts; one addressing the flow of pedestrian foot traffic through the campus and the rerouting of Golden Eagle Avenue and the other reflecting the Eco Studies Center and variations in building and facility locations. There was general discussion of both concepts and Mr. Boyd reported that the relocation of the main campus, including instructional and support services departments, from their present location to new permanent facilities near the lower practice field was a priority in both concepts. He further stated that the Initial Project Proposal (IPP) has been approved and a call letter is currently on its way out asking that the College submit a Formal Project Proposal (FPP) proposing that the State fund the project. Mr. Boyd further explained that the proposal, if one were submitted, would be strengthened by a sound Facilities Master Plan and that a strategy for this and other related considerations would be reviewed and placed on the agenda at a future meeting for direction from the Board of Trustees on how to proceed.

- e) Nick Boyd provided those present with a report on the current plan for the vacated library space once the current library is moved to the Learning Resource Center. He stated that discussions and a process for the relocation were established early on to provide a forum to determine who and/or what programs would be relocated to the vacated space and that input from all constituent groups was discussed and considered. He also stated that the Strategic Plan, instructional delivery, budget, and customer service were the guiding principles used when considering proposals for relocation of services and individual offices.

4. Communications, Presentations, and Reports

a) Trustee Reports

Trustee Sheehan thanked Student Trustee Camp for her outstanding service to the Board of Trustees over the last year and he additionally thanked his fellow Board members for moving forward in their vote to take action for the renovation and repair of the roofs at the residence halls. Trustee Schramel requested information on why the graduation reception was being held at Greenhorn Guest Ranch and Dr. Kelly replied that it was a location where alumni and families could congregate to celebrate student achievement. Trustee Shamberger additionally reported that the Chester Community Chorus had a positive turnout for their spring concert held recently in Chester, and that he had spoken recently with Dr. Irene Burkey, former President of the Board of Trustees, and that she had asked him to convey her regards to the College and those who regularly attend Board meetings.

b) Associated Students

Student Trustee Camp stated that she would be transferring to Sacramento State College in the fall of 2010 to major in chemistry with the eventual goal of becoming a pharmacist. She thanked everyone involved for their assistance and encouragement in her role as student trustee and she further stated that through the opportunity she learned a great deal of what goes on at a community college.

Academic Senate

Chris Connell, Academic Senate President, stated that on behalf of the Academic Senate he would like to congratulate Ehren Bentz on his achievements and Jack Kent Cooke Scholarship Award and that he felt that providing students with the support and background needed to achieve these results is what the faculty at the College aspire to accomplish. He also noted that for many other students this proved to be a difficult year as many of them were not prepared either socially or academically to succeed in their classes at the community college level. He also reported that the faculty will be discussing these issues and others in their efforts to find solutions to the concerns and that he felt that the implementation of new prerequisites in English and mathematics courses would be instrumental in improving these areas where students have difficulty. Dr. Connell also stated that the faculty played a large role in the planning processes throughout the year and he complimented Dr. Darla DeRuiter, Environmental Studies and Outdoor Recreation Leadership Instructor, and Russell Reid, Ag Chair and Equine Studies Instructor, for their dedication to this process and the issues involved with it. He also reported that Katie Desmond, Political Science Instructor, will provide the faculty address at commencement exercises scheduled for May 21st and that Tom Davis, Library Director, will be the new Academic Senate President beginning in July 2010.

d) Classified Senate

Connie Litz, Classified Senate Vice-President, reported that the Classified Senate is in the process of voting on a new slate of officers for the coming year and that the June meeting would be Jodi Beynon's last meeting as Classified Senate President. She also reported that the Classified Senate approved the revised draft of the Mission Statement at their last meeting as well as the revised draft of the Strategic Plan, AP 6200, Budget Development, and revisions to AP 2510, Participation in Local Decision Making. Ms. Litz also provided a report on recent activities that the Classified Senate have been participating in including Day in the Mountains, Ag Orientation Day, and Outstanding Student Awards. She indicated that between Day in the Mountains and Ag Orientation Day, approximately 100 students had toured the College and that a large percentage of those students participated in assessment and registered for fall 2010 classes. Ms. Litz additionally reported that Rose Cortez was honored posthumously with the Outstanding Classified Employee of the Year Award by the Community College League and that the Classified Senate is proud to have two of their members honored with the award both times that a nomination was submitted.

e) Instruction

Michael Bagley reported that as the semester comes to an end he is reminded of how proud he is to be part of Feather River College. He further

stated that students such as Ehren Bentz and Jessica Camp are talented young individuals and the diversity of the graduating class that he observed at the recent commencement rehearsal further reminded him of the opportunities and rewards of working with students, staff, and faculty at the institution. Dr. Bagley also stated that he has finished the Vocational Technical Education Act (VTEA) application for Feather River College for 2010-2011 and there is a hope that an observation room can be installed in the Child Development Center with some of the funding and expansion in the Outdoor Recreation Leadership program will occur with the purchase of additional mountaineering equipment. He also stated that the College is submitting an application for a National Science Foundation grant that will provide training in the area of grant-writing for two faculty members, Jeanette Kokosinski, Chemistry and Mathematics Instructor and Learning Center Director, and Dr. Derek Lerch, Environmental Studies and Earth Sciences Instructor. Dr. Bagley also reported that the Students in Free Enterprise (SIFE) team competed very well in the recent national competition held in Minneapolis, Minnesota. He explained that the team, competing against many four year institutions, were first runner ups in their division losing only to Belmont University out of Nashville, Tennessee, who went on to win the national championship.

f) Student Services

Lisa Kelly reported on the progress that the Strategic Enrollment Management Committee has been working towards as they evaluate student success and assist the College with making accurate data-driven decisions. She also extended an invitation to the Board of Trustees to attend the graduation reception scheduled to take place at Greenhorn Guest Ranch immediately following the commencement ceremony. Dr. Kelly also reported that she continues to work on additional community engagement in College events and programs that will allow students to integrate more easily into the area and what it has to offer. She additionally reported that she had recently attended the Western Association of Schools and Colleges (WASC) conference where she was able to network with colleagues and gain valuable insight into how to assist with the accreditation process through integrated planning.

g) Superintendent/President

Ron Taylor stated that in addition to the positive reports already mentioned taking place at the College, he wanted to report on the benefit practice rodeo recently held to assist Jediah Lusk and his family as they face serious medical issues and the expenses involved with his treatment. He also reported that additional events recently held include the Outdoor Recreation Leadership (ORL) program sponsored Paddlefest at Lake Almanor, the Equine Studies annual horse sale, and the Culinary Arts open house that promoted not only their delicious culinary delights, but also showcased the recent remodel of the kitchen in the Eagle's Perch Café. Dr. Taylor also reported that Dianne Lipscomb, Art Instructor, recently provided a passionate and well-done presentation on her experiences with working with incarcerated women at Chowchilla State Prison and how education can play a role in improving people's lives.

Dr. Taylor additionally reported on how the College is engaged in a discussion about possibly being part of a bio-mass IHUB which is a stream of funding available to stimulate business growth and economic development. He also stated that the College has also signed on as a supporter of a grant application by the Plumas Arts Commission for renovation of the Town Hall Theatre in Quincy. Dr. Taylor additionally reported that he is pleased to report along with Trustee Sheehan, the College will be represented on a new economic development coordination council or committee to coordinate the economic development entities for the County in an attempt to develop and spur on events and activities and the area economy. He also reported that students from Portola High School visited the campus earlier in the day and it appeared that everyone enjoyed the tour and their time exploring what the campus has to offer. Dr. Taylor also expressed his appreciation to Rick Stock, ORL Instructor, for recently hosting him on his first rafting experience on the Feather River.

Dr. Taylor also stated that he felt Jim Scoubes had done a thorough job of summarizing the State budget situation, but that he would like to reemphasize the fact that a large fight will need to be fought over the summer as the budget challenge of what appears to be a nineteen billion dollar gap between ongoing expenses and projected revenues for the next year is resolved.

Dr. Taylor additionally reported that the Legislative Analyst's Office came out with their proposal yesterday in response to the Governor's budget that indicated student fees would remain at \$26.00 and proposed an increase to \$40.00 per unit and additionally proposed the reduction in per FTES funding for physical education activity courses. Dr. Taylor also reported that he is watching two Senate bills that are currently working their way through the committee process in Sacramento. He explained that SB 1143, a proposal by Senator Liu, would adjust the funding system for community colleges so that rather than being funded on a census that takes place at one-fifth of the way through a term, community colleges would be funded on a calculation of an average between that census and end of term, a reduction in funding of approximately five hundred million dollars statewide if enacted as written. Dr. Taylor stated that the other bill is Senator Padilla's bill, SB 1440, aimed at approving a requirement that community colleges authorize a degree and grant a degree when a student has completed the requirements for transfer to a CSU plus sixty units total, something that most community colleges are currently doing some version of now.

In closing comments, Dr. Taylor requested that Board members check their calendars to approve a move to June 24th as a projected monthly meeting date instead of June 17th and that his administrative assistant Cynthia Hall would be confirming the date with them in the near future. He also requested that they also consider Monday, June 28th, or Tuesday, June 29th as tentative dates for a Board retreat to discuss planning and other issues affecting the College.

There being no further business, the meeting was adjourned at 5:02 p.m.

RT/ch