

# MINUTES

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

President Burkey called the regular meeting of the Feather River Community College District Board of Trustees to order at 2:40 p.m. on April 19, 2007 at Almanor Culinary Arts Center, 1451 Hwy 36, Chester, CA.

*Trustees present:* Burkey, Elliott, Marshall, Sheehan, Schramel,  
*Trustees absent:* Student Trustee Russell

Prior to the regular meeting, the Board was served lunch by the Almanor Culinary Arts Center at 1:30 p.m., after which a discussion was held on strategic planning and recommendations were made for modifications to the current draft of the Strategic Planning document. At Trustee Elliott's recommendation, and after further discussion, it was determined that additional time for review and modifications would be needed. It was agreed to by consensus that the date of the May 2007 Board of Trustee's meeting be changed from May 17, 2007, to May 24, 2007 to allow for further discussion, questions, and modifications of the document prior to the regular meeting.

Susan Carroll, Superintendent/President requested that the regular agenda be amended to reflect the addition of Motion Item C1C, Approval of Independent Contract for Steve Allen. She stated that Mr. Allen will be performing research on the Feather River College boundaries issue for the Plumas County Clerk's Office.

The regular and consent agendas for the April 19, 2007 meeting at Almanor Culinary Arts Center, 1451 Hwy 36, Chester, California were approved as amended, (Sheehan/Elliott) unanimous.

The minutes of the regular meeting held on March 22, 2007 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented (Elliott/Schramel), unanimous.

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

None

### **B. CONSENT AGENDA**

#### **\* Motion Items**

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

### **C. REGULAR AGENDA**

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

- a) Jim Scoubes, Chief Financial Officer, requested that a proposal for a new telephone system from ATS Communication be approved by the Board. Mr. Scoubes stated that the current telephone system is inadequate and not operating properly. He reported that multiple vendors have been contacted and that ATS Communications, with local installation history, has provided a proposal for a lease option to buy a telephone system that meets the needs of the college. The approval to lease/purchase a new telephone system from ATS was approved, (Elliott/Schramel).
- b) Michael Bagley, Chief Instructional Officer, presented new and revised courses for Board approval. He reported that the Curriculum Committee had approved each of the courses, and that the Academic Senate had endorsed the committee's actions. Dr. Bagley reported that the majority of the items were the continuing work of developing Student Learning Outcomes and Assessment Measures, new agricultural classes, and a new proposed Associate of Arts Degree in Nutrition, Foods, and Culinary Arts. The new and revised course list was approved as presented, (Sheehan/Elliott) unanimous.
- c) Susan Carroll, Superintendent/President, requested approval of the Independent Contract for Steve Allen, former Plumas County Assistant Planning Director. She reported that Mr. Allen will be researching historical and legal documents to verify boundaries for district and trustee areas. Dr. Carroll added that he would also be preparing boundary related reports for Feather River College for submission to the Plumas County Clerk's Office. The request for approval of the Independent Contract for Steve Allen was approved as presented, (Schramel/Sheehan) unanimous.

**\* 2. Roll Call Items**

a) Jim Scoubes presented Resolution 06/07-09, Approval to participate in the 2007 Tran Program. Mr. Scoubes reported that the program is organized through the Community College League of California to assist colleges with borrowing funds until apportionment funding is issued. Mr. Scoubes added that this is a twelve-month program, which coincides with the college's fiscal year. Resolution 06/07-09 was approved as presented.

Ayes: Burkey, Sheehan, Marshall, Schramel, Elliott  
Noes: None  
Absent: Student Trustee Russell  
Abstain: None

b) Jim Scoubes, presented Resolution 06/07-09, Approval of Amended Schedule of Fees 2007-08 fiscal year. Mr. Scoubes reported that the Chancellor's Office had authorized community colleges to increase health fees by \$1.00 under Education Code Section 76355. Resolution 06/07-09 approval of Amended Schedule of Fees 2007-08 was approved as presented.

Ayes: Burkey, Sheehan, Marshall, Schramel, Elliott  
Noes: None

Absent: Student Trustee Russell

Abstain: None

### 3. Special Items/Reports

- a) Dr. Carroll reported on the recent Accreditation Site Visit conducted on April 11, 2007. She reported that the three member team was extremely impressed with the progress that the college has made on each of the recommendations that it is being required to address. Dr. Carroll stated that a report would be submitted to the Accrediting Commission, and that action on that report would occur at the Commission's meeting in June. Dr. Bagley added that he was very optimistic that the college's warning status would be removed.
- b) Jim Scoubes presented the independent audit report for the year ended June 30, 2006 completed by Perry Smith. Mr. Scoubes reported that the audit showed no major findings, and conveyed the financial strength of the college as solid.
- c) Jim Scoubes provided information on budget projections for FY 07/08. Mr. Scoubes stated program reviews and operating plans from each of the divisions would be used to drive the budget process. He stated that the preliminary FTES number likely to be submitted on the P2 report would be 1,350. Mr. Scoubes reported the State will provide stability funding to equal the difference between projected and actual FTE if necessary for FY 07, however, this would reduce the advance apportionment for FY 08 by the same amount.
- d) Dr. Carroll reported on staffing issues for the three faculty positions previously approved by the Board in December 2006. She stated that, with current budget projections, it did not appear that the college would be able to afford all three full-time positions as had previously been discussed. Dr. Carroll reported that faculty had been asked to prioritize the positions and that the Administration of Justice position had received the highest number of votes for approval and Political Science had received the second highest number of votes.

Cameron Abbott, Human Resources Director, reported there are approximately 19 replacement employment positions open and currently being recruited for at Feather River College at the present time. He stated there would be some savings to the budget realized on several of these positions as step increases for initial placement would be somewhat lower for new employees.

- e) Jim Scoubes presented the District's Quarterly Financial Status Report as of March 31, 2007. Mr. Scoubes stated that revenues and expenditures are in line with board-approved budget.

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

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

Trustee Sheehan reported on the bike pathway currently under consideration that would run from Spanish Creek Bridge along the river to the Rutherford Avenue parking lot area of the Feather River College campus. He reported that if everything is successful the path could be paved by the end of the year. Trustee Sheehan reported that there is a proviso involved with the agreement, and that it involves the Public Works Department and Feather River College entering into a Memorandum of Understanding to determine how the fence along the pathway and RV Park and Feather River College property lines would be built. He stated that it was the Public Works Department's understanding that Russell Reid would be taking the lead on the matter. Dr. Carroll asked if there was a funding source for the cost of the fence. Trustee Sheehan replied that there was some interest in having students contribute labor to work on the fence, and that if this could not be accomplished then the Department of Public Works would be utilized. He added that funding for materials are included in the budget that the county has. Trustee Sheehan requested that the college contact Bob Perrault, Director, Plumas County Public Works Department to facilitate the process and report back to the Board at its next meeting.

Rick Stock, Academic Senate President, reported that with regards to trails, the U.S. Forest Service would be developing a trail this summer that would link the College's Loop Trail to Snake Lake. He stated that this was an excellent example of collaboration between departments and agencies that would benefit the Outdoor Recreation Department, Environmental Studies, Equine Studies, and Early Childhood Education Programs and the community as well.

Trustee Sheehan also provided an update on The Secure Rural Schools Act. He reported that the Senate passed a five year reauthorization which he felt was more favorable from a financial standpoint in terms of time and dollars per year for Plumas County, and that the House had passed only a one year reauthorization. Trustee Sheehan stated that a conference committee was currently being formed to make decisions regarding the issue, and that a Presidential veto was also a possibility.

Trustee Elliott complimented Josh Taylor, Assistant Baseball Coach, on his presentation at a recent Rotary meeting regarding athletes and their integration into community service.

##### **b) Associated Students**

No Report

##### **c) Academic Senate**

Rick Stock reported that the Academic Senate had agreed to rank the three faculty positions for hiring consideration. He stated that the Administration of Justice position had ranked number one, Political Science had ranked number two, and Health Science and Physical Education had ranked number three. Mr. Stock stated that interviews are currently in progress for Administration of Justice position. He also reported that committees are moving forward on the other two positions and that he hoped they would receive reconsideration as the budget allowed.

Mr. Stock reported that faculty would like to inquire as to the status on the search process for Dr. Carroll's replacement as Superintendent/President. Trustee Elliott recommended that the records be reviewed to see when the previous search was initiated. Mr. Stock reported that according to his information the previous search began in January, was on the Board agenda in March, and consultants were active by April of the year prior to retirement. He added that he would provide copies of the timeline for the search process.

**d) Classified Senate**

Jodi Beynon, Classified Senate President, reported that there was very good coverage on the recent job fairs that were held and that she felt they were well attended and successful as a result. She stated that this is the fourth year for the Feather River College job fair and attendance is increasing each year.

Ms. Beynon also reported on the impact of the number of hiring committees that need to be formed to fill employment replacements and vacancies. She stated that three to four classified personnel are required for each classified position committee, and that one person from classified personnel sits on the faculty hiring committees.

**e) Instruction**

Michael Bagley, Chief Instructional Officer, reported that his office had been working hard to prepare for the follow up site visit by the Western Association of Schools and Colleges. He reported that work is continuing with development of the Ed Plan, researching the future of Health Physical Education and Exercise Studies, and the relationship with Feather River Fitness and Recreation. Dr. Bagley reported that the summer schedule is complete, and that there is a wide diversity of classes being offered for students to enroll in.

**f) Student Services**

Dennis Bailey-Fougner, Chief Student Services Officer, reported he wished to publicly thank the Student Services staff for their excellent work in completing their Student Learning Outcomes and Program Reviews. He stated that from an accreditation stand point it was impressive to be able to document the immense progress the department has been able to make towards WASC recommendations.

Mr. Bailey-Fougner reported that enrollment events are scheduled for Equine Studies on April 30, 2007, and Day in the Mountains is scheduled for May 4, 2007. He stated the entire staff would be making themselves available to greet and interact with students and parents and assist them with tours, assessments, counseling appointments, and registration services.

He also reported that the Regent Student Administration System, SAS, would be active on Monday, April 23, 2007. He reported the staff has been working extremely hard preparing for this process, and thanked Mary Spady, Financial Aid Director, and Malia Bridges, M.I.S. Specialist for their efforts in coordinating its implementation.

Mr. Bailey-Fougner added that the Student Awards presentation would be taking place on May 8, 2007 at 3:00 p.m., and he extended an invitation to Board members to attend if their schedules allowed. He reported that some staff, faculty, and student services personnel had attended Safe Spaces Training. He stated the training involved how to assist students who are dealing with sexual identity issues, and identifying spaces on campus where they could go to receive assistance and support. Mr. Bailey-Fougner also added that ASFRC elections would be taking place April 25<sup>th</sup> and 26<sup>th</sup>, 2007, and that new officers for the coming year would be selected.

**g) Superintendent/President**

Susan Carroll, Superintendent/President, reported that she had reviewed all of the applications for the Community College Trustee Board, and that she had selected those that she felt would be most useful to the District and smaller rural colleges. She requested that the Board review the selections and give their directive to complete the ballot for mailing.

Dr. Carroll reported that the graduation ceremony is scheduled for May 26, 2007 at 10:00 a.m., and she requested that one of the Trustees consider volunteering their services to extend a congratulatory message to students as they receive their degrees.

There being no further business the meeting was adjourned at 5:20 p.m.

SC/ch