

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, February 19, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, West

Trustees absent: Burkey, Sheehan, Student Trustee Scoma

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

The regular and consent agendas for the February 19, 2009 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Schramel/West) unanimous

The minutes of the Regular Meeting held on January 15, 2009 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Schramel) unanimous.

A. ITEMS FROM THE PUBLIC

Linda Batson, member of the public, stated that she and the Greenville community appreciate the art class that Feather River College is currently offering at the Greenville High School. She also stated that she wanted the Board of Trustees to be aware that she has received positive comments from those enrolled in the class regarding the quality of instruction and the Feather River College presence in the community. Ms. Batson additionally stated that she had also recently attended an event on February 5, 2009 sponsored by the Sierra Institute and the Greenville High School Natural Resources Academy to introduce high school students to careers in Natural Resources. She explained that Feather River College had been represented at the event by Scott Koeller, and that the sponsors had decided to expand the event to include representatives from Shasta College and Lassen College to talk about employment opportunities, qualifications, and salaries in other fields. She stated that the event was an impressive, successful, and well attended event that speaks to a positive community relationship being established in the Greenville area by Feather River College. Ms. Batson also stated that if the event is repeated next year it would be beneficial to have several current Feather River College students who are studying in the field in attendance to

explain the different career opportunities that are available to graduating high school students.

B. CONSENT AGENDA

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

C. REGULAR AGENDA

*** 1. Motion Items**

a) Cameron Abbott, Director of Human Resources, requested Approval of Revised Board Policy BP 3430, Prohibition of Unlawful Harassment and Discrimination. He stated that the policy had previously been approved in 2005 and that the faculty had recommended and requested further review of the policy. Mr. Abbott additionally explained that the policy began committee review by the Standards and Practices Committee in April 2006 and that additional review and revision has continued by the Academic Senate, Cabinet, Human Resources Department, and legal counsel since that time. President Elliott requested information on whether the College had a formal policy in place regarding harassment and Mr. Abbott replied that it did. He stated that his request involved approval of recommended revisions to the current Board Policy. After further discussion and there being no objection, the request for Approval of Revised Board Policy BP 3430, Prohibition of Unlawful Harassment and Discrimination was approved as presented, (West/Schramel) unanimous.

b) Jim Scoubes, Chief Financial Officer, requested Approval of Revised Board Policy BP, 6250, Budget Management. He stated that BP 6250 had been approved by Cabinet in June 2008 and that the request for Board approval had been delayed until the Administrative Procedure could be written. Mr. Scoubes further explained that the Administrative Procedure had been completed and approved by Cabinet on February 5, 2009 allowing the Board Policy to be moved forward for Board of Trustee approval. Trustee West stated that language in AP 6250 concerning the designee of the Superintendent/President authorized to approve all budget transfers did not, in her opinion, clearly define who the designee would be. There was further discussion on the issue that included an explanation by Mr. Scoubes regarding the documents included with Board packets. Ron Taylor, Superintendent/President, stated that beyond a period of two weeks, by policy, an acting Superintendent/President would be appointed, so perhaps the language regarding a designee needed further consideration. Trustee Schramel also recommended that the language in BP 6250, Budget Management, second paragraph, be modified to read that transfers from the reserve contingencies to any expenditure classification must be approved by a three fifths vote of the members of the Board because unless you were including the Student Trustee as a voting entity you will never receive a two

thirds vote. After further discussion, it was agreed that the request for Approval of BP 6250, Budget Management, be tabled for further review and possible revision of content in the Board Policy and Administrative Procedure, (West/Schramel) unanimous.

c) Michael Bagley, Chief Instructional Officer, requested Approval of Accreditation Mid-Term Report. He stated that he had previously presented a draft of the Accreditation Mid-Term Report for Board review at the January 2009 Board meeting, and since then he had received substantive recommendations for revisions from all campus constituencies to improve the draft for final submission. There being no objection, the request for Approval of Accreditation Mid-Term Report was approved as presented, (Schramel/West) unanimous. Dr. Taylor commented that there is a plan to add a formatted list referring accreditation team members to written back up evidence supporting the information contained in the report. Joshua Sebold, Staff Writer, Feather River Bulletin, requested information on when the final version of the Accreditation Mid-Term Report would be available and Dr. Bagley replied that he felt it would be available in approximately two weeks and that anyone wishing to review a final copy of the report could contact the Office of Instruction. Trustee Elliott also requested information on when Dr. Bagley would expect to receive a response to the report, and Dr. Bagley replied a response could be expected in June 2009 after the Accrediting Commission meets to discuss community college institutional actions.

d) Ron Taylor requested Approval of Transition Plan for Good Neighbor Admissions. He stated that the transition plan will implement a limit to Good Neighbor enrollment at \$42.00 per unit. He also stated that the plan will be utilized to use 2009-2010 as a year to implement the limit, but allow for some unfunded Nevada enrollment at \$42.00 per unit in order to provide the College time to develop recruiting ability and not damage programs inordinately in the process. Dr. Taylor also explained that the plan additionally proposes for a process for an ad-hoc selection committee comprised of representatives from the shared governance groups to be implemented to consider applications according to deadlines and a developed list of criteria that will receive the Good Neighbor enrollment. Trustee Elliott requested information on the composition of the ad-hoc committee, and Dr. Taylor stated that he would suggest that the Chief Instructional Officer and Chief Student Services Officer co-chair the group and that they have the Director of Admissions, a classified staff member, and three faculty members on the committee. Trustee Schramel requested clarification on whether the factors for selecting applicants listed in number four of the plan would be the only factors considered when making decisions on who would receive Good Neighbor enrollment, and Dr. Taylor stated that other factors besides those listed would be taken into consideration because it has already been established that the committee will need time to develop appropriate criteria for the decision making process as applications begin to be received. After further discussion and there being no objection, the request for Approval of Transition Plan for Good Neighbor Admissions was approved as presented, (West/Schramel) unanimous.

e) Ron Taylor requested Approval of Nomination for Outstanding Classified Employee of the Year Award. He stated that classified staff members had voted to move the names of three finalists forward for consideration of the award and that after a final vote of President's Staff and Cabinet members Connie Litz, Administrative Assistant to the Chief Student Services Officer, had received the nomination. He also stated that minor revisions will be made to the nomination form prior to its submission to the Chancellor's Office for consideration of the State award. Trustee West stated that she is well acquainted with Ms. Litz and her accomplishments at the College and in the community and that she felt she was a good choice for consideration. There being no objection or further discussion, the request for Approval of Nomination for Outstanding Classified Employee of the Year Award was approved as presented, (West/Schramel) unanimous.

*** 2. Roll Call Items**

None

3. Special Items/Reports

- a) Shawn Montgomery, Plumas County Auditor, provided those present with a report on County processes and the funding relationship that exists with Feather River College. She stated that she wanted an opportunity to meet the Board and provide them with an overview of what the County Auditor's Office does in conjunction with the College to provide financial services. Ms. Montgomery also stated that the Auditor's Office is a district depository of College funds and monitors the financial and payroll processes involved. She additionally reported that the College began processing their own accounts payable and payroll warrants in January 2009 and that although there were a few issues to work out everything transitioned smoothly and appears to be functioning correctly. Ms. Montgomery commended Jim Scoubes, and Katie Thompson, Chief Accountant, for their good work and constant communication during the Banner software implementation. She also reported that the Auditor's Office also collects taxes on behalf of the College and she additionally discussed and explained how the College now receives 100 percent of the excess Educational Revenue Augmentation Fund (ERAF) funds where at one time they were dispersed to multiple school districts. Ms. Montgomery also informed the Board that she estimates the District will receive approximately 5.4 million dollars in property taxes and that her office is generally recommending an expectation of between three and five percent growth in these taxes, where prior years were between eleven and twelve percent. She explained that due to Proposition Eight going into effect there have been reductions in property values. Trustee Elliott requested information on the current status of Washington Mutual investments, and Ms. Montgomery stated that although she would have preferred to have the Plumas County Board of Supervisors begin

to slowly realize some of the two million dollar investment as an apportioned loss based on what individual fund balances are, the Plumas County Treasurer is confident that most of the investment, that has not been written down at this point, will be retained.

- b) Jim Scoubes presented the District's Monthly Financial Status Report as of January 31, 2009. He reported that current revenues total \$6,984,068 or fifty-nine percent of budget and that expenditures are also at fifty-nine percent of approved budget or \$7,052,623. He also stated that details of the recently approved State budget include deferrals that will need to be considered by the District as they move forward with the expenditures for the remainder of the fiscal year.
- c) Michael Bagley presented the Accountability Report for Community Colleges (ARCC), and he stated that the report covers college performance indicators for Feather River College in comparison with other college peer groupings. He stated that Sally Donovan, Institutional Researcher, had completed significant work on the document and he requested that Ms. Donovan provide those present with an overview of information contained in the report. Ms. Donovan stated that general information on the ARCC report was included with Board packets and she distributed a copy of the Feather River College Response to the ARCC Report 2009 prior to her presentation. She stated that Feather River College has shown improvements in the majority of factors tracked by the report. There was further review and discussion of the ARCC report that included the evaluation of ESL growth and enrollment, peer grouping colleges, progress compared to peer group average, student demographics, and areas of concern. Ms. Donovan requested that the Board acknowledge, for the purpose of the minutes, the discussion of the Accountability Report for Community College (ARCC), (Schramel/West) unanimous.
- d) Merle Trueblood, Director of Athletic Operations and Events, provided those present with an overview of the recently received Feather River College Title IX Athletics Review. He stated that copies of the executive summary of the report had been included in Board packets, and he thanked those involved for their support and cooperation during the recent evaluation process. Mr. Trueblood reported that Valerie Bonnette, President, Good Sports, Inc. had met with members of the Board, interviewed all coaches and administrators, and he additionally stated that an athlete from each sport had participated in completing a survey as part of the evaluation process. He reviewed the executive summary of the report that included Title IX background, and the thirteen program components that are separated into three major categories: Accommodation of Interest and Abilities, Athletic Financial Assistance, and Other Athletic Benefits and Opportunities. Mr. Trueblood stated that Feather River College appears to comply with test two (program expansion) of the three-part Title IX test. There was further review and discussion of the report, that included

accommodations of interests and abilities, athletic financial assistance, equipment and supplies, scheduling games and practice times, travel and per diem allowances, tutoring, coaching, locker rooms, medical and training facilities and services, housing and dining facilities and services, publicity, support services, and recruitment of student athletes. Trustee Elliott stated that Title IX is an important area of concern for Board members and the long-term health of the college, and he added that he would appreciate periodic updates from Mr. Trueblood on the progress that is being made in areas where disparity or no disparity with comments are noted. Trustee West also noted that the report did not appear to have a date or any indication of who authored the information, and Mr. Trueblood replied that this information is documented and contained in the full report that is available for review in the Office of the Superintendent/President.

- e) Ron Taylor provided those present with a brief report on the status of the LRC construction project. He stated that the College is still waiting for the State of California to release funds so that bids for the project can begin to be awarded. He also stated that construction management firms have also been interviewed for a separate RFP proposal, and the fact that the State has now approved a budget plan makes him more optimistic that California bonds will sell in the near future. Dr. Taylor additionally stated that if this were to happen the Board may want to consider a special Board meeting to specifically award the bids. Guy McNett, member of the public requested information on the length of time the bids would be valid for, and Dr. Taylor replied that they would be valid for sixty days.

4. Communications, Presentations, and Reports

a) Trustee Reports

Trustee West stated that she has known Connie Litz for many years and that her father, Martin Popish, taught mathematics at Portola High School. She conveyed to those present that Ms. Litz is not only a great employee for Feather River College, but also that she is a well-rounded, community-oriented individual and an excellent choice for the State to consider for the Outstanding Classified Employee of the Year Award.

b) Associated Students

Chris Condos, ASFRC President, stated that ASFRC is showing movies that focus on February as Black History Month including Malcolm X, The Color Purple, and American History X. He also stated that ASFRC in collaboration with SIFE is implementing a 21 Days to Go Green Campaign at Feather River College and that they are marketing several items and ideas in support of greening the FRC campus. He additionally reported that community college student Presidents are scheduled to meet on the campus of Feather River College for a Region One meeting in the near future to discuss what is occurring at their schools. Mr. Condos also reported that the Community Day previously scheduled for April 4, 2009 is now scheduled for Saturday, March

28, 2009. Michael Bagley reported that he had requested that Mr. Condos and Josh Taylor, Head Softball Coach and ASFRC Advisor, work on having students complete a survey for the College and the Foundation that focuses on meal plans and costs and what students would like to see offered in the way of food services.

c) Academic Senate

Chris Connell, Academic Senate President, reported that the Academic Senate continues to have discussions related to filling the combination mathematics/physics position currently vacant. He stated that he has asked the appropriate sub-committees of the Senate to consider what should be done with the vacancy and that their recommendation is that the position be reconfigured to a mathematic basic skills position only. He added that the Academic Senate has endorsed this recommendation. Trustee Elliott requested information on what would become of the physics aspect of the position, and Dr. Connell replied that Derek Lerch, Environmental Studies and Earth Sciences Instructor, has agreed to teach one physics course each semester and that an associate faculty member, Darrel Jury, will teach the Environmental Studies classes normally taught by Dr. Lerch. Dr. Connell also reported that the counseling model is still being evaluated and developed and is being looked at as an opportunity to improve on what has been a concern at Feather River College for many years. He also stated that the English Department will be holding an essay writing contest for students and that they are hoping to be able to award either cash prizes or other types of prizes donated by local businesses in the community. Dr. Connell additionally reported that the TRIO Program in conjunction with the English Department is going to present a Night of Spoken Word and Poetry at the Town Hall Theatre in April or May. He also reported that students enrolled in the ISP honors class have undertaken a group project to start authoring a book about incarceration and its consequences. He explained that ISP Program staff members are attempting to work with administrators at the facility in Susanville to create a program where participants spend a year working on the book and that after release continue to participate for another year. Dr. Connell further explained that the materials would then be brought to a book production class being planned for a future on-campus semester where students would complete further work on the project.

d) Classified Senate

Jamie Cannon, Classified Senate President, reported that other finalists for the Outstanding Classified Employee of the Year Award nomination included Rose Cortez who has been a custodian and utility worker at Feather River College for nearly thirty years and Leslie Mikesell, who works in Admissions and Records. She also stated that all three individuals may be honored at commencement ceremonies in May.

e) Instruction

Michael Bagley reported that the Office of Instruction is working on faculty tenure evaluations and that additionally, relating to the ARCC Report previously presented by Sally Donovan, Feather River College was contacted

by members of the Hewlett Foundation for a site visit by their leadership regarding its data with regards to serving students enrolled in basic skills programs. He additionally reported that the College was one of eight institutions selected for a site visit and that there may be a cash award and State recognition involved if the College were to move into the top four college programs studied. Dr. Bagley also reported that on Saturday, March 7, 2009 there will be a wine-pairing dinner at Café Le Coq with profits from the dinner benefiting Students in Free Enterprise (SIFE).

f) Student Services

Dennis Bailey-Fougner, Chief Student Services Officer, reported that beginning the week of March 2, 2009 students can now be issued new student identification cards that will also serve as their Plumas Transit bus pass. He also reported that the Feather River College website now has an area under the visitor section where individuals interested in donating financially to the College may do so. Mr. Bailey-Fougner also reported that the Diversity Committee has secured the services of guest lecturer John Francis for a presentation at the Town Hall Theatre in May. He stated that Dr. Francis is an individual who witnessed a San Francisco Bay environmental disaster in the 1970's and as a result decided to live car-free for the next 22 years, walking everywhere he went. Mr. Bailey-Fougner also stated that shortly thereafter Dr. Francis decided to stop talking to people and start listening to them and for the next 17 years communicated only through improvised sign language and notes. Cameron Abbott, Director of Human Resources, stated that the College is privileged to have someone of Dr. Francis' caliber as a guest lecturer and he extended an invitation to those present to attend the event if their schedules allowed.

g) Superintendent/President

Ron Taylor reported that the previous evening there were two exciting basketball games against Butte College, one of which was won by the women's team. He also reported that there is a kickoff meeting for Relay for Life that will take place on the campus this weekend, and discussions are beginning on how to celebrate the fortieth anniversary of the establishment of the campus at Feather River College. Dr. Taylor additionally reported that staff are now using a personnel requisition process coupled with a personnel action form to ratify hiring decisions and that this action will improve college processes in terms of controlling personnel costs and appropriately documenting personnel decisions throughout the hiring process. He also reported that Marie Wilson-Enriquez, Director of TRIO, SSS and Associate Faculty Union President, had resigned to take a position in Southern California and that Beth Reid, Michelle Fulton, and Charles Arrowsmith have taken over new leadership roles for the Associate Faculty to assist with negotiations. Dr. Taylor additionally reported that he has been in discussions with Plumas Bank over the last two weeks about possibly partnering with them in terms of use of space in town for educating citizens with regard to financial literacy, etc., and that the College is also in discussions with Lake Almanor Fitness in Chester, California about partnering with them to schedule college fitness classes at their facility. Dr. Taylor also reported that the college

has published a request for proposals (RFP) for hiring an architectural firm to assist with campus master planning and that additional discussions will continue with constituency leaders and representatives in the near future about what this means and what processes will be involved. He also reported that the new State budget, passed earlier in the day, contains a mix of tax increases, Proposition 98 cuts and deferrals, and some borrowing, but that the budget that was passed remained relatively kind to community colleges. He also reported that the budget package also contains three percent enrollment growth planned for next year. Dr. Taylor also stated that the Federal stimulus package was passed in the last few days and that in broad outlines promises financial aid improvements for students, an increase in Pell grants, and grant possibilities for career and technical education which could potentially allow for the College to plan new programs in the future. He added that there is also funding included in the package for facilities renovations or improving existing facilities and the exact amount to be received is unknown at this time.

Trustee Elliott requested information on whether the March Board of Trustees meeting could be rescheduled to March 19, 2009 to allow for the return of Trustee Burkey, and Dr. Taylor stated that the meeting was scheduled for March 12, 2009 to allow for March 15, 2009 personnel actions if they were necessary. After additional discussion, it was agreed by consensus to retain the date of March 12, 2009 for the next meeting of the Board of Trustees meeting.

There being no further business, the meeting was adjourned at 5:05 p.m.

RT/ch