

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 3:08 p.m. on Thursday, May 21, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Burkey, Elliott, Schramel, Sheehan, West, Student Trustee
Scoma

Trustees absent:

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

Trustee Sheehan requested that the agenda be amended to reflect the addition of Item C11, Approval of Contract for Emergency Repairs to Multi-Purpose Building. He also stated that Government Code §54954.2 allows for a Motion Item, considered to be an emergency, to be added to the Regular Agenda for action by the Board of Trustees. There being no objection or further discussion, the agenda for the May 21, 2009 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as amended, (Sheehan/Burkey) unanimous.

The minutes of the Regular Meeting held on April 16, 2009 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

Bill Irwin, Distance Learning College Coordinator for Pelican Bay State Prison, stated that on behalf of the students at Pelican Bay State Prison he wanted to thank Feather River College, the Incarcerated Student Program, and the Board of Trustees for their support of students interested in furthering their education while serving time at Pelican Bay. Mr. Irwin provided those present with an example of how college classes changes inmate's minds, and he explained how beneficial the program will be to general population inmates who previously could not enroll in classes because they could not afford the books. Trustee Elliott thanked Mr. Irwin for his comments and for taking the time to address the Board on the issue of educating the incarcerated student population.

B. CONSENT AGENDA

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

C. REGULAR AGENDA

*** 1. Motion Items**

a) Michael Bagley, Chief Instructional Officer, requested Approval of New and Revised Courses. He stated that items one through eighteen were Title 5 recommendations for changes to course group numbers formerly identified as Equine Studies courses (EQS) to Agriculture courses (AG) for transfer purposes. Dr. Bagley also stated that BUS171, Project Based Learning with SIFE, is a course that emphasizes activities and techniques through project management that develop successful leadership skills through participation in SIFE courses. Trustee Sheehan requested information on whether or not Dr. Bagley had ever approached the Kaufman Foundation with regards to SIFE, entrepreneurship, and the area of grants and Dr. Bagley replied that SIFE classes taken through the Kaufman curriculum will articulate to four year institutions. Chad Scoma, Student Trustee, also stated that he has utilized the Kaufman business principles in several past projects as well as in current business plans that he is developing and finds it to be an effective step by step process that systematically assists individuals in reaching their business plan goals. Dr. Bagley further stated that items 21 through 24 were developed by Pat Buckner, Director of the Nursing Program, for short-term, non-credit, curriculum for vocational training, and that Attachments B and C reflect current changes taking place through the Curriculum Committee regarding general education requirements for associate degrees and transfer requirement updates to the CSU system. There being no objection or further discussion, the request for Approval of New and Revised Courses was approved as presented, (Sheehan/Schramel) unanimous.

b) Ron Taylor, Superintendent/President, requested Approval of Delegation of 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, (West/Burkey) unanimous.

c) Ron Taylor requested Approval of Donation to Basketball Program. He stated that Barrick Gold USA has donated \$500.00 to the Feather River College Basketball Program and that Board approval is required to accept the donation. There being no objection or further discussion, the request for Approval of Donation to Basketball Program was approved as presented, (Burkey/Sheehan) unanimous.

d) Ron Taylor requested Approval of Resource Advisory Committee Grant Funding in the Amount of \$30,000 for the Propagation of Native Plants in the Feather River College Community Greenhouse. He stated that Terrie Rust had previously presented the concept at a meeting of President's Staff in February and that she had explained that the primary goal of the project is to

provide a source of readily available healthy native plants and grasses for ongoing forest and watershed restoration projects on federal and adjoining private lands throughout Plumas County. He also stated the grant project would utilize Feather River College as the fiscal agent for the grant funding and the College's greenhouse to grow and establish the plants. Trustee Elliott requested information on whether or not the College has administrative responsibilities with regards to accepting the grant funding and Dr. Taylor responded and deferred to Ms. Rust for further explanation. Ms. Rust stated that the work plan attached to the packet cover sheet identifies tasks, timeframes, and responsible parties and that Feather River College would have minimal administrative responsibilities and that certain staff and the Facilities Department would also be interactive to a degree. After further discussion and there being no objection, the request for Approval of Resource Advisory Committee Grant Funding in the Amount of \$30,000 for the Propagation of Native Plants in the FRC Community Greenhouse was approved as presented, (West/Burkey), Sheehan abstained.

e) Russell Reid, Director of Equine Studies, 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 and that using preferred vendors for the purchase of hay will allow him to negotiate the lowest possible price for the product. . Trustee Sheehan suggested that Mr. Reid provide the Board with an upper limit amount for the purchase and Mr. Reid stated that this would be difficult because the market price is competitive and based on a number of variables. He explained that the requested purchase would not exceed the amount allocated for in his budget request. After further discussion, and there being no objection, the request for Approval of Expenditure for Hay Purchase Exceeding Delegated Limits was approved as presented with the proviso that the purchase of up to 985 tons of hay for FY 09-10 would remain within allocated budget amounts, (Sheehan/Schramel) unanimous.

f) Ron Taylor, requested Approval of Contract with FORCE Consulting Services for the Purpose of Outlining Duties and Responsibilities Related to Monitoring, Preparing, and Assessing Grants. He stated that the contract is for professional services to assist the College in seeking competitive grants and that these services are necessary in order to have someone available to monitor, assess, and act within the short period of time many grants require. Dennis Bailey-Fougner, Chief Student Services Officer, noted that the contract contains wording that states that the agency, FORCE Consulting Services, would be responsible for monitoring existing grants for compliance and effectiveness, and that the College currently has a contract with Munsell and Associates to monitor the TRIO grants. He requested information on whether or not the TRIO grants should be excluded from the FORCE Consulting Services contract. Paul Mrowczynski, Consultant, FORCE Consulting Services, responded that currently grants are not funded unless there is collaboration between existing efforts, and that the monitoring of the TRIO grant might be only what data is being collected and what outcome has been reached. He also stated that monitoring grants in this way prevents the

duplication of work and leverages the efforts of everyone involved while emphasizing the grant seeking approach for the College from a team approach and not as one department. Trustee Sheehan requested that the Board continue to be informed via email on what grants are being applied for and also that he felt it would be useful to have a relationship through the County Administrative Officer and with lobbyists for the County who are tracking the grant monies that are being applied for, remembering that there may be approximately two hundred different programs being tracked in this way. Trustee Schramel requested that information provided to the Board of Trustees also be in the form of hard copy documents. After further discussion and there being no objection, the request for Approval of Contract with FORCE Consulting Services was approved as presented, (Burkey/West) unanimous.

g) Ron Taylor requested Approval of Current Year Budget Restoration. He stated that the restoration request involved a large amount to the Office of Instruction and a smaller amount to the Incarcerated Student Program. Dr. Taylor stated that the funding should make whole the instructional costs for the remainder of this fiscal year. Trustee West requested clarification on whether the augmentation was in addition to what had already been budgeted for and Dr. Taylor responded that it was. After further discussion and there being no objection, the request to Approve Current Year Budget Restoration was approved as presented, (Sheehan/Schramel) unanimous.

h) Michael Bagley requested Approval of Additions to 2009-2010 Online Catalog. He stated that requirements for graduation and transfer levels have changed and increased and that these requirements need to be updated in the current online catalog so that they match current Board Policy. After further discussion and there being no objection, the request for Approval of Additions to 2009-2010 Online Catalog was approved as presented, (Scoma/Burkey) unanimous.

i) Ron Taylor requested Approval of BP 7365 Discipline and Dismissal Non Represented Classified Employees. He stated that, Cameron Abbott, Director of Human Resources, brought the policy to Cabinet for review and approval because he had discovered that the College did not have a current policy addressing the discipline and dismissal of those employees that were not represented by collective bargaining units, such as administrators, certain supervisors, and confidential employees. Trustee Sheehan stated that he had concern that the policy as written implied something other than "at will" status for administrators, and Cameron Abbott replied that the contract that a classified administrator signs will supersede the policies in terms of the rights of the Board to end employment. There was further discussion of the issue, and Trustee Sheehan requested that BP 7365, Discipline and Dismissal Non Represented Classified Employees, be tabled and that the language be revised so that a distinction is drawn between non-administrative employees and administrative employees as it pertains to discipline and dismissal for cause. Trustee Sheehan elaborated by stating that he hesitates to place in policy any sort of indication that provides an administrator with the idea that cause must be presented if their employment is to be terminated. After further

discussion, it was agreed that BP 7365, Discipline and Dismissal Non Represented Classified Employees, be tabled until a review could be conducted and a new draft could be submitted to the Board at a future meeting, (Burkey/Schramel) unanimous.

j) Dennis Bailey-Fougner requested Approval of the 2008-2012 Student Services Plan. He stated that the Board of Trustees had been provided a copy of the Student Services Plan in their Board packets and he explained that the document is a companion piece to the Education Plan and also relates to the Strategic Plan. Mr. Bailey-Fougner additionally explained that the first portion of the Student Services Plan (Pages 4-17) utilized the same historical data, demographics, and assumptions as the Education Plan to ensure consistency between the two plans. He also reported that Chapter 3, beginning on Page 18, provides the reader with an explanation of what Student Services is at Feather River College and what the departments provide to students in the way of services, counseling and advising, and transfer assistance. Mr. Bailey-Fougner additionally stated that chapters four, five, and six contain overviews of facilities and future goals, connections to instructional and administrative services, and recommendations for future planning. Ron Taylor stated that he wanted the Board to be aware that their approval of the Student Services Plan would not be an approval of every recommendation in the plan, but approval to use the plan as a directional document to guide current and future processes. After further discussion and there being no objection, the request for Approval of the Student Services Plan was approved as presented, (Schramel/Sheehan) unanimous.

k) Chris Connell, Academic Senate President, requested Approval of Head Football Coach/PE Instructor Position. He stated that the Academic Senate had been asked to consider a replacement position for the Head Football Coach and that a job description of that position had been provided for the Board of Trustee's review. Dr. Connell additionally stated that the Academic Senate, after vigorous debate, approved replacing the football position at their meeting in April and that they had also just recently approved the job description included with Board packets. There being no objection or further discussion, the request for Approval of Head Football Coach/PE Instructor Position was approved as presented, (West/Burkey) unanimous.

l) Ron Taylor requested Approval of Contract for Emergency Repairs to Multi-Purpose Building. He stated that the floor in the Multi-Purpose Building had been damaged by water in mid-spring and that repairs need to be made on an emergency basis in order for classes and sports activities to resume during the fall semester. Dr. Taylor also stated that a contract and assessment of the facility had been received in just the last few days and it was deemed necessary that the item be placed on the agenda for approval on an emergency basis to begin the repairs. Dr. Taylor also stated that the request was for funding in the amount of \$132,000, slightly above what the contract states, so as to receive a slight upgrade to the original floor in the building. After further discussion, the request for Approval of Contract for Emergency Repairs to Multi-Purpose Building was approved as presented with the proviso that the contract be reviewed by legal counsel to ensure that

the contract contained no onerous clauses, (Sheehan/Schramel) unanimous. Trustee Sheehan also requested that written approval from the College's insurance agent be on file before proceeding with the arrangement.

* **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, 2009. He stated that there was an error of page one of the executive summary and that the second sentence of the paragraph should read, "This represents a **decrease** of 14 when compared to \$10,483,179 (which included a beginning fund balance of \$273,413) of budgeted resources received as 4/30/08. Mr. Scoubes reviewed page two of the Unrestricted General Fund Summary stating that the District has received \$8,748,638 or 69% of the approved budget in comparison to 83% of approved budget in the prior year. He stated that the decrease is related to a timing issue in the recording of the receipt of property taxes not received as of April 30, 2009. Mr. Scoubes also reviewed the expenditures as of April 30, 2009, stating that the District has expended 81% of the approved budget of \$12,759,165 in comparison to 73% for the prior year.
- b) Rick Stock, Outdoor Recreation Leadership Instructor, provided those present with information on a compressed calendar concept currently being discussed in the Academic Senate. He stated that the Academic Calendar Committee generally creates the academic calendar for the fiscal year and that they had also continued work on a request by former administration to research and discuss with constituencies a compressed calendar concept for possible implementation at Feather River College. Mr. Stock reported that there are 54 California community colleges that utilize something other than an eighteen week term and that a compressed calendar is popular with students, staff, and faculty and increases persistence and retention and creates an ability to generate additional FTE more efficiently. Mr. Stock stated that the committee has arrived at a proposal for a sixteen week term and two summer sessions of no more than six weeks each. There was further explanation and discussion of the compressed calendar and Mr. Stock elaborated that the scheduling of classes would change to include more of a block format with a variety of offerings to accommodate students in the outlying areas as well as local students. He also reported that the Chancellor's Office requires eighteen months of lead time for implementation of a compressed calendar and that the committee hopes to submit a formal proposal to the Board by December 2009 so that it can be forwarded to the Chancellor's Office for final approval and possible implementation in 2011/2012. He also stated that he had shared the information with all constituencies including Faculty Union, Classified Union, Academic Senate, Classified

Senate, and that the subject had been additionally discussed in President's Staff in his absence. After additional discussion, Mr. Stock stated that he would report back to the Board of Trustees at a future meeting when more information became available. Jamie Cannon, Classified Senate President, stated that there is still concern and unanswered questions among the Classified Senate with regards to services, budget impact, how nine and tenth month employees would be affected, and other matters that require additional explanation and negotiation. There was additional discussion regarding the benefits of a compressed calendar to students who need to accept employment opportunities before the semester ends, remain employed as long as possible during the summer, months, and how the concept will improve class management and timeframes. Cameron Abbott stated that contract changes within a compressed calendar would be fairly radical and require a fair amount of thought and detail during the negotiations with full-time faculty regarding working the 175 days. He also stated that fitting the proposed idea of including Saturdays into a sixteen week calendar, while working out the duties of this additional workday and how these workdays will impact other contracts, will be intriguing and require a coordinated effort.

- c) Shelley Morrison, Director, Child Development Center, provided those present with an update on events and activities at the Child Development Center. She stated that she has been the Director of the Child Development Center at Feather River College for eighteen years and an associate faculty member at the College for twenty years. She also stated that the center is nationally accredited through the National Association for the Education of Young Children and that their first priority for enrollment are children at risk for child abuse, then Feather River College students, and then enrollment of children in the community that are income eligible or over income eligible. Ms. Morrison reported that the center has always maintained a strong connection with Plumas County and that she continues to serve on several councils that work on child abuse prevention. She also stated that the center prepares children for kindergarten and that they had recently toured the kindergarten classes with their students that will be attending in the fall. Ms. Morrison also stated that the center prepares students for life skills, early literacy, problem solving, forming bonds, as well as friendships with new adults. Dennis Bailey-Fougner also informed the Board that the State has ranked the Child Development Center at Feather River College as one of the top facilities in the State.

4. Communications, Presentations, and Reports

a) Trustee Reports

Chad Scoma stated that the SIFE team returned from nationals and competed well in the event. He also thanked the Board of Trustees and everyone at the College who has supported him while he has been attending FRC over the last two years. Chris Condos, ASFRC President, stated that he

had received compliments from several families about the Community College Regional Baseball Tournament and how well it was organized. He also thanked everyone in attendance and the Board of Trustees for their help and support while he has been President of ASFRC. Mr. Condos reported that the new ASFRC President will be Lamar Ross and that Mr. Ross will be playing football for the Golden Eagles in the fall. Trustee West extended her thanks to both Student Trustee Scoma and Chris Condos for their participation in meetings and she wished them well in their future endeavors. Trustee Burkey also extended her appreciation to both students and she stated that she would miss them at future meetings of the Board of Trustees.

b) Associated Students

Covered under Trustee Reports

c) Academic Senate

Chris Connell reported that Dr. Derek Lerch will be the new Division Chair of the Professional Technical Division and that Dr. Tom Heaney was re-elected as the Division Chair for Liberal Arts. He also reported that he would be returning as the Academic Senate President for 2009-2010 and he indicated that the Academic Senate felt that another year of consistency with Dr. Taylor would be beneficial. Dr. Connell additionally reported that Terry Baumgartner, Head Baseball Coach, was elected as the Secretary-Treasurer of the Academic Senate.

d) Classified Senate

Jamie Cannon, Classified Senate President, reported that Jane Daun, Manager of the FRC Bookstore, and Geoffrey Quinsey, Desktop Support Specialist, have submitted paperwork for retirement and would be honored during commencement ceremonies. She also stated that she would be returning as Classified Senate President during 2009-2010 to complete her two year term in the position.

e) Instruction

Michael Bagley reported that the Office of Instruction Program Review is due this summer and that work is currently taking place to see what can be done to improve operations in the area of Instruction. He also stated that Feather River College's Vocational Technical Education Act grant funding, that has partnered with other colleges in the past due to its small size, will stand on its own next year providing increased opportunities to retain General Fund dollars and provide program enhancements in the amount of \$66,000 in 2009-2010.

f) Student Services

Dennis Bailey-Fougnier reported that faculty are posting grades this semester utilizing the Banner system and that although there have been challenges with rolling academic histories his staff continues to work through the issues. Mr. Bailey-Fougnier also thanked Cindy Hall, Administrative Assistant to the Superintendent/President for her work on commencement ceremonies scheduled for Saturday, May 23, 2009.

g) Superintendent/President

Ron Taylor acknowledged those SIFE members who competed in Philadelphia at such a high level and returned to campus with new honors. He also followed up on Chris Condos' remarks regarding the Community College Regional Baseball Tournament, stating that he was struck by the level of organization exhibited by the Athletic Department and the positive comments and economic boost received by the region through the event. Dr. Taylor also acknowledged the Equine Studies horse sale that took place on Saturday, May 16, 2009 and the Bike-to-Work Week efforts of the Feather River Outings Group (FROG). He additionally reported on the Open-Mic night sponsored by the English Department where students celebrated what they are learning with essays, skits, and other expressions of diversity during the event. Dr. Taylor also reported that the College has continued working with the Plumas County Department of Public Health and others to continue updating students and staff on the Swine Flu threat. He additionally reported that the Accreditation team had visited the campus on May 7, 2009 and he thanked Michael Bagley and the Office of Instruction for their work in preparing for the visit. He also reported that Cameron Abbott has accepted a position at Sierra College as the Director of Human Resources and that his expertise and presence on campus will be missed. Dr. Taylor additionally reported that he had convened a campus meeting on Friday, May 15, 2009 to have a focused discussion about the seriousness of the State budget situation and the implications for Feather River College. He summarized the failure of the ballot measures and the Governor's proposals stating that the deficit is estimated to be 13.9 billion or higher in the 2009-2010 year and that the Governor has stated that this amount could be as high as 21 billion. There was further discussion and review of current proposals to cut the deficit that included cuts to categorical programs, lowering the funding rate for credit on physical education and recreational courses to the non-credit rate, the elimination of the two percent enrollment growth to one percent, and property tax shortfalls that will not be backfilled. Dr. Taylor also reported that the Chancellor stressed in recent messages that it is important to remember that these are proposals and that when he goes before the legislature it will be reiterated that this is a disproportionate proposal for community colleges. He also stated that the Chancellor's Summary included a recommendation that community colleges reduce class sections for the coming year and realize that they are not going to be receiving funding to educate all students. Dr. Taylor additionally stated that the Chancellor's Summary also included a recommendation that retirements and resignations not be replaced and that administrative costs be reduced by having fewer administrators oversee larger areas. Dr. Taylor stated that the Chancellor's Summary basically counseled realism, a communication to staff on just how difficult the situation is, and an organization for advocacy. He reported that it is his plan to convene a group of administrators, bargaining unit representatives, members of the budget committee, and volunteers to begin fleshing out some of the cost savings measures in detail while discussing feasibility and impacts to the college in a transparent and communicative format. There was additional discussion regarding State budgets issues and Dr. Taylor stated that he would be contacting individuals in Sacramento to let them know that if they need someone to speak to the importance of supporting the Lake Almanor

Fitness and Feather River Fitness and Recreation that he felt community members and elected officials would be willing to participate.

Dr. Taylor also reported that he has received a request from the System Office in Sacramento to sign a letter before they will release the funding for the Learning Resource Center construction project. He explained that the letter, if signed, would certify that the College understands that if the State's funding is not available to fund the entire project that the College will take responsibility for funding the project, and that the District currently has the funding to complete the entire project. Dr. Taylor stated that the District is unable to certify this request and that the construction project will be placed on hold until further notice. He also read from a response from legal counsel regarding the request that provided a recommendation not to send the certification letter to Walt Reno at the Chancellor's Office unless the District truly has all the money available to move forward on its own with the project without relying on State funds. He stated that the legal response also stated that the form letter was clearly written by lawyers for the Department of Finance to absolve the State of any legal responsibility for funding the project. Dr. Taylor also stated that legal counsel advised the College that they could try to keep the bids open, but that it may be more practical to reject all bids and proceed in the future when funds are in fact available. Trustee Sheehan recommended that bids be kept open as long as possible and Trustee Elliott requested that a blunt letter of response be sent to the State regarding the consequences to the District of their request. Dr. Taylor explained that the planned construction to move the electrical line for the building will continue as funding and staff time is available and the line would have to be moved now or in the future when funding becomes available for the project.

There being no further business, the meeting was adjourned at 5:22 p.m.

RT/ch