

## MINUTES

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

#### **1. CALL TO ORDER:**

President Elliott called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:10 p.m. on Thursday, June 20, 2013 at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

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

*Trustees absent:*

#### **2. AGENDA:**

The regular and consent agendas for the June 20, 2013 meeting at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Sheehan) unanimous.

#### **3. MINUTES:**

The minutes from the May 16, 2013 meeting at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California 95971 were approved as presented, (Ware/McNett) unanimous.

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

#### **4. ITEMS FROM THE PUBLIC**

None

#### **6. CONSENT AGENDA**

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations and Reductions, and the Ratification for Legal Services between Kronick, Moskovitz, Tiedemann & Girard, A Professional Corporation (KTMG) and Feather River Community College (Client) to provide legal services as requested were approved as presented, (Sheehan/West) unanimous.

#### **7. REGULAR AGENDA**

##### **\* A. Motion Items**

1) Kevin Trutna requested Ratification of AFT-CFT Local #4615 Full-time Faculty Collective Bargaining Agreement. Dr. Trutna provided an overview of articles modified in the agreement including language and process for faculty

evaluations, the clarification of workload language for coaches, the salary adjustment recommendation that would amount to a net increase to the general fund of approximately \$23,500 effective November 1, 2013, the modification to include Consumer Driven Health Plan language and that the agreement would be for a three years term sun-setting on June 30, 2016. Trustee Sheehan asked for some detail on the basic principles of the agreement and Dr. Trutna asked Derek Lerch, Dean of Instruction/CIO to provide comment as he had worked closely with faculty on some of the articles clarifying language for faculty evaluations. Dr. Lerch provided explanation on the clarification of outdated language regarding faculty evaluations not reflecting current processes and he added that work had been done to modify the areas of soliciting feedback from classified personnel on faculty performance because some faculty and coaches at times supervise classified employees. Dr. Trutna covered salary adjustments and the Board's goal to be the premier employer in the area while aligning its salary schedule with the single small college districts including Siskiyou, Lassen, Lake Tahoe, Palo Verde, and Barstow. President Elliott thanked the negotiating team for their efforts and there being no objection or further discussion the request for Ratification of AFT-CFT Local #4615 Full-time Faculty Collective Bargaining Agreement was approved as presented, (Sheehan/McNett) unanimous.

2) Kevin Trutna requested Approval of Donation of Canon IR-1025f Multi-Functional Copier to the Feather River College Basketball Program. After further discussion and there being no objection, the request for Approval of Donation of Canon IR-1025f Multi-Functional Copier was approved as presented, (West/Sheehan) unanimous

3) Kevin Trutna requested Approval of State Department of Education Child Development Division Program Self-Evaluation Report. He explained that the report is a California Department of Education requirement and he asked Karen Pierson, Chief Student Services Officer to provide further explanation. She added that the goals of the Child Development Center within the report are to focus primarily on presenting more words for children and working on impulse control and staying calm. After further discussion and there being no objection, the request for Approval of State Department of Education Child Development Division Program Self-Evaluation Report was approved as presented, (West/Ware) unanimous.

4) Kevin Trutna requested Approval of Head Coach/Residence Hall Manager Annual Salary Schedule effective July 1, 2013 through June 30, 2014. He stated that when the position was originally created step increases were left out of the salary schedule. David Burris, Director of Human Resources added that for reasons of equity and fairness and in order to align the salary schedule to be consistent with the management salary schedule multiple steps were created for the position. After further discussion and there being no objection, the request for Approval of Head Coach/Residence Hall Manager Annual Salary Schedule effective July 1, 2013 through June 30, 2014 was approved as presented, (Sheehan/Ware) unanimous.

5) Kevin Trutna requested Approval to Modify Feather River Community College Fee Structure to Exempt the Application of Health and Transit Fees on Instructional Service Agreement (ISA) Enrollments. He explained that the District currently applies health and transit fees to some ISA enrollments and that these students live out of the area and will not access these services. After further discussion and there being no objection, the request for Approval to Modify Feather River Community College Fee Structure to Exempt the Application of Health and Transit Fees on Instructional Service Agreement (ISA) Enrollments was approved as presented, (Ware/McNett) unanimous.

**\* B. Roll Call Items**

1) Kevin Trutna requested Approval of Resolution #12/13-14 – Approval to Adopt Six Month Look-Back/Stability Period for the Implementation of the Affordable Care Act (ACA) effective July 1, 2013. He explained that the request complies with one of the requirements involved with the implementation of the ACA and he added that as part of the ACA any business employing over 50 employees will be required to offer affordable health care to those employees that work over 30 hours per week or pay a penalty. He additionally stated that the look-back period is established so employers can review employment records and determine those employees that have triggered health care benefits. Dr. Trutna reported that he has spoken with Amy Schulz, Director ECE/EWD, WIP/Youth Entrepreneurship and ENACTUS and she plans to schedule a workshop on the ACA and try to bring in an expert to speak to the community and employers on the topic. Dr. Trutna also distributed a handout article copied from the June/July 2013 edition of the Community College Journal entitled The Adjunct Debate – Part-time faculty, the Affordable Care Act, and Class Hours for Trustees to review. After further discussion and there being no objection, the request for Approval to Adopt Six Month Look-Back/Stability Period for the Implementation of the Affordable Care Act (ACA) effective July 1, 2013 was approved as presented.

Ayes:	Elliott, McNett, Sheehan, Ware, West
Noes:	None
Absent:	None
Abstain:	None

2) Kevin Trutna requested Approval of Resolution #12/13-15 – Approval to Re-Submit Application for Final Project Proposal (FPP) for Replacement of Temporary Buildings for Budget Year 2015-2016. Dr. Trutna commented that the title of the agenda item might be misleading but what the application involves is a project to vacate the temporary structures on the upper campus and design a new multi-level instructional building at the lower campus. He added that the process involves an IPP and FPP and then if you're not funded you need to reapply to keep your funding request in place. President Elliott asked if the temporary buildings would be used for other purposes and Nick Boyd, Director of Facilities/CTE responded that they would be demolished as part of the plan. Trustee McNett asked if any architectural design has been completed and Mr. Boyd responded that it had. President Elliott and Trustee West request that the Master Facilities Plan for the project be brought back

for review. After further discussion and there being no objection, the request for Approval of Resolution #12/13-15 – Approval to Re-Submit Application for Final Project Proposal (FPP) for Replacement of Temporary Buildings for Budget Year 2015-2016 was approved as presented.

Ayes:	Elliott, McNett, Sheehan, Ware, West
Noes:	None
Absent:	None
Abstain:	None

### **C. Special Items/Reports**

- 1) Jim Scoubes, Chief Financial Officer presented the District's Monthly Financial Status Report as of May 31, 2013. He reviewed the Unrestricted General Fund Summary noting that expenditures compared to the prior year are lower. He also reported that auditors from Crowe Horwath visited the campus the week prior and no significant findings were brought to his attention. Kevin Trutna noted expenses could be less due to the implementation of an early closing for the purchase of supplies etc. President Elliott questioned the \$467,384 amount listed in the Reserves, Matching and Debt area and Mr. Scoubes responded that these funds are identified as part of a 7000 expense account code and are not considered part of the five percent reserve mandated by the state nor does this amount indicate how much of the reserves was utilized by the District in the prior year. Mr. Scoubes also reported that Katie Schmid, Chief Accountant has been working on the District's cash flow and has determined that because of the health of the District's budget it will not qualify for this year's Tax Revenue Anticipated Note (TRAN).
- 2) Kevin Trutna and Merle Trueblood, Director of Athletic Operations and Events provided a PowerPoint presentation and report to the Board of Trustees on Feather River Fitness. Dr. Trutna stated that he had decided to present separate reports on Feather River Fitness and the Feather River College Foundation residence halls to keep the reports focused and streamlined on each enterprise. President Elliott suggested that the report on the residence halls could take place at the July meeting and it was noted that Trustee Sheehan would be away from the area and unable to attend the July Board meeting.

Topics covered in the presentation and report on Feather River Fitness included an analysis of facilitators and stakeholders that determine the success of Feather River Fitness, the purpose of the Feather River Fitness center, an overview of changes to the Education Code and Title 5 regulations regarding physical education FTES, community classes currently being offered at the center, Health and Exercise Studies courses currently being conducted at the facility, aspects of the head softball coach and fitness center manager position, membership fluctuations, facility needs, cash flow concerns, and a host of other operational topics were also addressed.

3. Kevin Trutna, Derek Lerch, and Dr. Tom Heaney, History Professor provided a PowerPoint presentation and report to the Board of Trustees on Associate Degrees for Transfer (ADTs) Dr. Trutna opened the presentation by stating that he first spoke with Dr. Lerch about providing a report regarding ADTs and then felt it would be beneficial to have a faculty member present and with Dr. Heaney's experience of actually going through the ADT process and his background and participation on the Curriculum Committee he would be a good person to have in on the presentation. Dr. Lerch provided comments on the PowerPoint presentation that included the website that's been developed for ADTs as well as the background, development, and implementation of these degrees and the chaptering of SB 1440 (Padilla) in 2010 that more strongly encouraged partnerships between California State Universities (CSUs) and California Community Colleges (CCCs). Dr. Heaney provided background information on how and why the specific degree system was created and he used the General Studies/Social & Behavioral Science degree that approximately 60% of Feather River College students graduate with as an example of a terminal degree but yet one that students are still transferring with, especially to other states. Dr. Lerch continued his report by explaining that a course identification numbering system (C-ID) was developed to facilitate additional collaboration between CCCs and CSUs and groups are identified to align course expectations and build transfer model curricula (TMCs) that once adopted by local CCCs will establish an ADT that is meant to promote, (but not guarantee) seamless transfer. Dr. Lerch provided follow up information on the number of ADTs approved, the number of students that have been applying for them, and additional information that CCCs must reach 100% goal for fall 2014 which means that for the associate degrees that are already approved and in place, CCCs must also have an ADT in place in these same areas. He also noted that pending legislation, (SB 440 Padilla) may put increased pressure on CSUs to accept ADT majors for which TMCs have been developed. In closing comments on the report, Dr. Lerch responded to questions about ADTs that are currently in place at Feather River College and where the Environmental Studies and Agriculture degrees stand in the ADT approval process.

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

- a) **Board of Trustees**  
No Report
- b) **Associated Students**  
No Report
- c) **Academic Senate**  
No Report.
- d) **Classified Senate**

Connie Litz, Classified Senate President reported that she recently attended the Classified Leadership Academy in Sacramento where workshops on improving leadership were held that focused on ensuring that classified staff have a voice in shared governance on campuses. She added that other topics covered included the ability to identify qualities within your classified staff so as to capitalize on these qualities and allow staff members to become more productive in their work and in shared governance. She added that additional workshops she attended covered skills in motivating and inspiring staff members to be better employees, Classified Senate bylaws, and Roberts Rules of Order in meetings. She noted that she learned through colleagues at the workshops that Feather River College is ahead of its peers when it comes to equal representation in matters of shared governance. She also stated that Feather River College could do more to formally recognize the hard work that classified staff do every day.

e) **Instruction**

Derek Lerch reported that classes with the Farmworkers Institute for Education Development (FIELD) organization started Monday and Dr. Trutna had stopped by its office in Gridley and was impressed with what he saw and learned. Dr. Lerch also reported he was interested in the audit this year because the Chancellor's Office is beginning to train auditors to look at class schedules and how classes are being claimed for apportionment and there appears to be no significant problems. He additionally reported that a group of staff members from the Instructional Resource Center will be hosting a reading apprenticeship program on August 15<sup>th</sup> that is open to anyone interested and which will teach how to incorporate reading and teach reading in the classroom. He encouraged Trustees to attend the program event if their schedules allowed. In closing comments on his report, Dr. Lerch stated that the Accrediting Commission for Community and Junior Colleges (ACCJC) met in early June and the results of its review of the College's accreditation follow-up report will be known in the next couple of weeks. He added that there is currently a discussion at the federal level about the future of accreditation and how it should work and whether or not it is working and hearings are being held as the legislature decides whether or not or how to reauthorize the Higher Education Act that oversees the regional accreditation process.

f) **Student Services**

Karen Pierson reported that during this time of year Student Services spends some time looking back and they have taken a look at the graduation event and what went well and how it could be improved upon and she encouraged comments from Trustees if they had them. Dr. Pierson also reported in looking forward into the fall semester, Student Services is beginning to plan for two new events one being Fridays in the Fall scheduled for October 4<sup>th</sup> and 5<sup>th</sup>.that is meant to put more emphasis back into the open house aspect of recruitment events that had been eliminated with Day in the Mountains and that this event will also highlight Outdoor Recreation Leadership and Environmental Studies programs, She explained that the other event involves hosting a retreat with Plumas

Unified School District (PUSD) administrators and counselors in conjunction with College and Career Day on September 18<sup>th</sup>. Dr. Pierson additionally reported that planning for new student orientation is also being addressed and with some funding through ENACTUS a motivational speaker will present information that will emphasize how students can develop mentors. Dr. Pierson continued her report by stating current activities on campus include a football camp currently taking place, planning for accommodations at the residence halls for individuals attending the High Sierra Musical Festival, and Upward Bound summer camp activities including a trip to Eagle Lake that has already taken place. She added that allocations for this year for student employment hours has been completed and she explained that although some of the front office staff student employment hours were cut the instructional areas were held harmless because they provide internships experiences for students Dr. Pierson added that it's been a while since some focus has been placed on the District's academic dismissal policy likely because it's something that the institution doesn't enjoy doing but there is a policy and students need to be held accountable to the standards and qualifications set forth in the policy. In closing comments, Dr. Pierson reported that Margaret Garcia, Associate Faculty English Instructor is bringing back her writing club, The Word Club, in the fall which she is pleased about and she added that when new advertisements are placed for publication for the College, Digital Technology classes are promoted to let students know what is available in this new program area.

**g) Superintendent/President**

Kevin Trutna stated that members of the Board had his written report and he would highlight the fact that the Incarcerated Student Program held a graduation ceremony at the Chowchilla Central Women's Facility and 35 students received degrees. He also highlighted the fact that for the first time in its history the Pelican Bay State Prison graduated two students. He also noted that he has been working with the Chamber of Commerce and other local organizations to try and strengthen and improve the presence of Feather River College downtown. Dr. Trutna stated that his office was trying to coordinate a Board retreat date for some time during the summer but so far has been unsuccessful in coordinating schedules. He noted that he is looking now at dates in September and that he will have his administrative assistant let Board members know what some tentative dates are soon. Dr. Trutna also let Board members know that since the last meeting he has been a speaker on local community radio, visited the FIELD office, and has been working on partnerships to create welding certifications.

There being no further business, the meeting was adjourned at 5:18 p.m.

KT/ch