

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. CALL TO ORDER:

Trustee Elliott called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:00 p.m. on Thursday, July 18, 2013 at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, McNett, Ware, West

Trustees absent: Sheehan

2. AGENDA:

The regular and consent agendas for the July 18, 2013 meeting at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (McNett/West) unanimous.

3. MINUTES:

The minutes from the June 20, 2013 meeting at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California 95971 were approved as presented, (West/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

5. CONSENT AGENDA

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations and Reductions, Approval of Agreement between Plumas Rural Services – Plumas Transit Systems (PRS) and Feather River College to provide transportation service through the Plumas Transit Systems within Plumas County for students of Feather River College, Approval of Retainer Continuation Agreement between School and College Legal Services of California and Feather River Community College District for legal services for 2013-2014 school year, Approval of agreement between Feather River Community College District and Sierra Rescue to provide instructional and other services for outdoor safety and recreation programs, and the Ratification of Agreement between Feather River Community College and Liebert Cassidy Whitmore, a Professional Corporation, to provide special services as a member of the

Northern California Community College District Employment Relations Consortium were approved as presented, (Ware/West) unanimous.

6. REGULAR AGENDA

*** A. Motion Items**

1) Kevin Trutna requested Approval to Apply a Longevity Stipend to Management and Administrative Personnel Excluding the Superintendent /President. He explained that due to an oversight in District administration procedures 7255 and 7265, the application of longevity stipends to managers and administrators had not been included. He added that to be fair and equitable to all groups he recommended approval of the request and he noted that these administrative procedures would be modified to reflect the change. After further discussion and there being no objection, the request for Approval to Apply a Longevity Stipend to Management and Administrative Personnel Excluding the Superintendent/President was approved as presented, (Ware/McNett) unanimous.

2) Kevin Trutna requested Approval of Salary Adjustment for Unrepresented Managers, Administrators, and Confidential Personnel effective November 1, 2013. He explained that these groups are not covered by collective bargaining agreements and it is a meet and confer process. He also stated that he was recommending a salary adjustment that would align schedules with the small college average and was similar in nature to what was previously approved for faculty. There being no objection or further discussion, the request for Approval of Salary Adjustment for Unrepresented Manager, Administrators, and Confidential Personnel effective November 1, 2013 was approved as presented, (McNett/Ware) unanimous.

3) Kevin Trutna requested Approval to Adopt Cost of Living Increase (COLA) for all Salary Schedules effective July 1, 2013. After further discussion and there being no objection, the request for Approval to Adopt Cost of Living Increase (COLA) for all Salary Schedules effective July 1, 2013 was approved as presented, (West/McNett) unanimous.

*** B. Roll Call Items**

1) Kevin Trutna requested Approval of Resolution #13/14-01 – Approval of Contract Agreement with the California Department of Education to Provide Child Care and Development Services effective July 1, 2013 through June 30, 2014. Shelley Morrison, Director, Child Development Center described the difference between the two contracts being submitted for Board approval as one being for toddlers (CCTR-3172) and the other (CSPP-3342) covering the pre-school program for children three to five years of age. She also commented that she may have to recommend that the classified unit freeze the COLA adjustment for employees at the Child Development Center to protect the program unless the District agrees to contribute from the General Fund the cost of providing the COLA. Kevin Trutna noted that this was Ms. Morrison's personal opinion on the matter and that the decision would be

made through additional consultation. After further discussion and there being no objection, the request for Approval of Resolution #13/14-01 – Approval of Contract Agreement with the California Department of Education to Provide Child Care and Development Services was approved as presented.

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

2) Kevin Trutna requested Approval of Resolution #13/14-02 – Approval of Contract Agreement with the California Department of Education for the Purpose of Providing General Child Care. There being no objection or further discussion, the request for Approval of Contract Agreement with the California Department of Education for the Purpose of Providing General Child Care was approved as presented.

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

C. Special Items/Reports

1) Jim Scoubes, Chief Financial Officer presented the District's Quarterly Financial Status Report as of June 30, 2013. He stated that his office is still in the process of closing out the 2012-2013 books and that a few adjustments will be made to the figures contained in the Unrestricted General Fund Summary. He explained that expenditures and revenues received after June 30th will be completed by Katie Schmid, Chief Accountant in the form of journal entries. Mr. Scoubes also reported that as far as revenue is concerned there are conversations taking place between the State and the Department of Finance regarding redevelopment funds (RDA) which fell short of estimates but should be backfilled as apportionment to community colleges once the amounts are determined.

4. Communications, Presentations, and Reports

a) Board of Trustees

Trustee McNett stated that he was pleased to see the recent newspaper article on leadership and the Upward Bound Program. He added that he has strong feelings with regards to the program being one of the finest that the College has when it comes to preparing local high school students for the future. Trustee West added that Carolyn Carter who is a Feather River College alumnus also brings a presence to the eastern end of the County. Trustee Elliott also stated that new Board President John Sheehan will return for next month's Board meeting.

b) **Associated Students**

No Report

c) **Academic Senate**

No Report.

d) **Classified Senate**

No Report

e) **Instruction**

No Report

f) **Student Services**

Karen Pierson, Chief Student Services Officer reported that planning for new student orientation will change a bit this year in that speed networking sessions will be made available where members of the community will be invited to come to campus and be a part of the event and get to know new students. She added that the day will begin with a motivational speaker who will tell students how important it is to network with others and reach out and get involved and take responsibility for their career paths. Dr. Pierson distributed samples of new student planners developed by Connie Litz, Administrative Assistant and there was further discussion. She also reported that she has formed a cross functional team to look at parking because in all the surveys completed by students the biggest issue they complain about the most is parking. The team will look at how the District can communicate better about parking and how a greater level of customer service can be achieved. Dr. Pierson additionally reported that she has a retreat planned for all of Student Services on August 9, 2013 where employees can come together and focus on Student Learning Outcomes for Student Services. She added that she plans to take the lead promoted by the RP Group, an institutional research firm, on what students need to be successful and then ask one another how Student Services measures up to providing these success tools. She additionally reported that in the area of marketing she has put together an advertisement listing out classes that might be struggling a bit with enrollment and might appeal more to community members than some of the other classes. In closing comments on her report, Dr. Pierson stated that the Chancellors' Office is providing an opportunity for all chief student services officers to attend a conference on the new Student Success and Support Program (SSSP) which is the new term for matriculation. She added that the conference will explain what everyone has to do under this new program and that it will also tie into competition for matriculation funding.

g) **Superintendent/President**

Kevin Trutna reported that before highlighting some of the items in his written report he would like to correct some figures presented at last month's Board meeting regarding the fitness center. He stated that the out-of-state student FTES revenue had not been included in the previous month's figures and he distributed new handouts that included this update.

He also described the One Book Project reading that the campus is participating in and how it will be integrated into as many classes as possible during the fall and even spring semesters. He distributed copies of the book Yellow Birds to Trustees and encouraged them to participate in the reading as much as they wanted to. He added that he envisions working with Roxanne Valladao of the Arts Commission to promote the One Book Project as the Commission has access to a California humanities grant that would be able to bring in speakers, etc. that will further promote the project. Dr. Trutna also stated that he wanted to highlight a couple of letters of appreciation he recently received from individuals that participated in an aikido camp on campus and how they had expressed their appreciation to him on the service they received from Mike Miller and the staff at the Eagle's Perch and Sarah Richie, Manager of the Residence Halls and the beautiful area and facilities that were provided. Dr. Trutna reported that he had also received official notification that the March follow-up report submitted by Feather River College to the Accreditation Commission for Community and Junior Colleges (ACCJC) was accepted at its June meeting and nothing further is required until the submission of the March 2015 mid-term report. He noted that the follow-up report although edited by Derek Lerch into one voice was really a collaborative effort that involved various campus constituencies represented in Cabinet and that he had set this as one of his goals when he arrived at the College. Dr. Trutna also reported that he had the Trustee Orientation Manual ready for Trustee McNett to review and he mentioned that his administrative assistant would set up a time for Trustee McNett to come to campus and meet for thirty minutes with each administrator to discuss the material and have them answer any questions he might have.

There being no further business, the meeting was adjourned at 3:42 p.m.

KT/ch