

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

Trustee Sheehan called the regular meeting of the Feather River Community College District Board of Trustees to order at 3:04 p.m. on Thursday, August 20, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Schramel, Sheehan, West
Trustees absent: Burkey, Elliott

Trustee Sheehan requested that Consent Agenda Item B1b, Ratification of Personnel Actions, be moved to the Regular Agenda as Item C1f. There being no objection, the regular and consent agendas for the August 20, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (Schramel/West) unanimous.

The minutes of the Regular Meeting held on July 23, 2009 at Feather River College Campus Library, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Schramel) unanimous.

A. ITEMS FROM THE PUBLIC

None

B. CONSENT AGENDA

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

C. REGULAR AGENDA

*** 1. Motion Items**

a) Ron Taylor, Superintendent/President, requested Approval to Accept Resignation of Dr. Irene Burkey as Feather River College Board of Trustee Member District V Effective July 27, 2009. He stated that he is currently identifying candidates for a provisional appointment to fill the vacancy created by Dr. Burkey's resignation. After further discussion, the request for Approval to Accept Resignation of Dr. Irene Burkey as Feather River College Board of Trustee Member District V Effective July 27, 2009 was approved as presented, (West/Schramel) unanimous.

b) Michael Bagley, Chief Instructional Officer, requested Approval to Hire Jason Spain Emergency Hire Head Soccer Coach, 9/1/2009 to 5/31/2010. Dr. Bagley stated that he has knowledge of Mr. Spain soccer coaching expertise having lived in the Yuba City and Sutter County areas and he deferred to Merle Trueblood, Director of Athletic Operations and Events, for further introduction, information, and comment. Mr. Trueblood introduced Jason Spain to those present, and he stated that Mr. Spain has twelve years coaching experience with Yuba College and has spent that last two weeks focusing on recruiting for the upcoming season. Mr. Spain stated that he is excited to be a part of the Feather River College family and is looking forward to the upcoming season. After further discussion and there being no objection, the request for Approval to Hire Jason Spain Emergency Hire Head Soccer Coach, 9/1/2009 to 5/31/2010 was approved as presented, (Schramel/West) unanimous.

c) Nick Boyd, Director of Facilities, requested Approval to Accept \$10,000 Donation from Central Plumas Recreation and Park District (CPRPD). He stated that with the onset of construction of the Learning Resource Center the green, normally utilized for youth soccer practices and other events, is no longer available. He also stated that the District is in the process of developing an additional practice field near the current soccer field and that Central Plumas Recreation and Park District has graciously offered to donate \$10,000 to the effort. Jim Boland, Administrator, CPRPD, stated that he is appreciative of the relationship that has existed between Feather River College and CPRPD with regards to the use of the facilities for youth activities and is pleased to provide a donation to further the development of another practice field. After further discussion and there being no objection, the request for Approval to Accept \$10,000 Donation from Central Plumas Recreation and Park District was approved as presented, (Schramel/West) unanimous.

d) Ron Taylor requested Approval to Adjust October 2009 Board of Trustees Meeting Date. He stated that the request involved moving the meeting originally scheduled for October 15, 2009 to October 8, 2009 to accommodate the Accreditation Progress Report that is due by October 15, 2009 and must be reviewed by the Board. He also stated that the October meeting may also include a request for approval of the final budget. Dr. Taylor additionally suggested that consideration be given to changing the December Board meeting to December 10th instead of December 17th to accommodate the Joint Foundation Board Meeting and its relationship to the holidays. After further discussion, the December meeting adjustment request was tabled for further review. There being no objection, the request for Approval to Adjust October 2009 Board of Trustees Meeting Date from October 15, 2009 to October 8, 2009 was approved as presented, (West/Schramel) unanimous.

e) Michael Bagley requested Approval of 2009-2010 Instructional Agreement between Feather River College and Plumas Unified School District (PUSD). He stated that he had been working with Glenn Harris, Superintendent, and Terry Oestreich, Director of ROP/Technology to implement mutually beneficial teaching agreements and he reviewed several of the courses included in the

agreement that will be taught at local high schools using distance education technology so students on campus at FRC can also take some of these classes. After further discussion and there being no objection, the request for Approval of 2009-2010 Instructional Agreement between Feather River College and Plumas Unified School District was approved as presented, (West/Schramel) unanimous.

f) Ron Taylor requested Ratification of Personnel Actions. He stated that the reason for the request to move the item to the regular agenda was that there were several clerical errors in the original consent agenda sent out with Board packets. Dr. Taylor explained that under Certificated Additional Assignment, the amounts of the stipends had originally been left off and were now included. He also explained that on page two of the attachment, William Bugenig's title had originally indicated Head Rodeo Coach and should have indicated Associate Head Rodeo Coach. Dr. Taylor also stated that on the last page of the document the number of hours for Kelly Conner had been modified from 800 hours to 120 hours due to the budget situation. He also stated that as the District finalizes the adjusted final budget in the next month, employee requisitions will also be reviewed and adjusted. Trustee Sheehan requested information on what the protocol was within the administrative plan for hires that were completed prior to the requisition going through for approval. Dr. Taylor stated that there are slightly different modified practices within community college districts in that the Board must approve all hires, but that in many districts many of these approvals are after the fact, so the administration basically makes appointments and then carries them to the Board as recommendations even though the individual may have started work already. He also explained that one of the reasons it was decided to separate out requisitions from employee actions was to get ahead of this type of curve and have the Board approve requisitions as early as possible. There was additional discussion about the possibility of needing to develop a Board policy on the issue and Trustee Schramel indicated he felt it would be useful. He also questioned the information under Administrative, Temporary and Connie Garrish's annual salary of \$48,000. He stated that she was also listed on page two with an hourly rate and he requested clarification that she was not receiving both. Jamie Cannon, Interim Director of Human Resources, stated that the assignment under Certificated Temporary only ran through August 15, 2009. Trustee Sheehan requested information on how pay rates are arrived at, and Ms. Cannon stated that the majority of pay rates are contractual and for those that are short-term or substitute in nature the intent is to see what is comparable in relation to like duties. Jim Scoubes, Chief Financial Officer, stated that the rate of pay for Ms. Garrish was determined as comparable to the salary she received while employed by the Plumas County Office of Education. Trustee Schramel also requested clarification on the Mini-Corp Director's responsibilities and Michael Bagley stated that the Mini-Corp Director coordinates an instructional agreement off-campus that involves a Hispanic teaching program throughout the State. Trustee Sheehan stated that it would be useful to have the issue of personnel requisitions and personnel actions placed on a future agenda and he requested that there be an effort to locate any written documents that are in place on how the approval process for the two extremes work so that there is additional

definition under what circumstances it is appropriate to authorize hires prior to the requisition or personnel action form and what are the limitations of the type of position that is covered under these circumstances. After further discussion, and there being no objection the request for Ratification of Personnel Actions was approved as amended, (West/Schramel) unanimous.

*** 2. Roll Call Items**

(a) Jim Scoubes requested Approval of Resolution 09/10-05, Authorization for the Superintendent/President or Chief Financial Officer to Secure a Line of Credit on Behalf of Feather River Community College District. He stated that he had been asked at the last Board of Trustees meeting to ascertain from the Chancellor's Office whether or not Feather River College would be required to pay costs for the Learning Resource Center construction project up front and then submit invoices to the State for reimbursement. Mr. Scoubes stated that the project will be a cost reimbursement method and the College will need to pay construction costs up front and then seek reimbursement by invoicing the State for reimbursement every month. He also stated that he has been working with Umpqua Bank to secure a line of credit for up to 1.5 million dollars at 4.75 percent interest and that current information is favorable for its approval. Trustee Sheehan requested information on whether or not Mr. Scoubes had discussed with the State if they would reimburse the College for the interest that would accrue on the line of credit and Mr. Scoubes replied that he had not. Trustee Sheehan requested that Mr. Scoubes investigate whether or not interest amounts on the line of credit could be considered as construction costs and reimbursed by the State because the amount of interest on the loan will be significant to the general fund. After further discussion and there being no objection, the request for Approval of Resolution 09/10-05 Authorization for the Superintendent/President or Chief Financial Officer to Secure a Line of Credit on Behalf of Feather River Community College District was approved as presented.

Ayes: Schramel, Sheehan, West
Noes: None
Absent: Burkey, Elliott
Abstain: None

(b) Jim Scoubes requested Approval of Resolution 09/10-06 Authority to Designate Jamie Cannon as Alternate Board Member Northern California Community College (NCCC) Self Insurance Authority. He stated that with Cameron Abbott's resignation, the District is without an alternate Board member on the NCCC and it is appropriate that Jamie Cannon be designated by resolution as the alternate in the event he is unable to provide voting representation for any reason. There being no objection, the request for Approval of Resolution 09/10-06 Authority to Designate Jamie Cannon as Alternate Board Member Northern California Community College (NCCC) Self Insurance Authority was approved as presented.

Ayes: Schramel, Sheehan, West

Noes: None
Absent: Burkey, Elliott
Abstain: None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Monthly Financial Status Report as of July 31, 2009. He reviewed the Unrestricted General Fund Summary of the report as of June 30, 2009 stating that expenditures had increased by just over one million dollars compared to the prior year but that revenues had also increased. Mr. Scoubes also reviewed the Unrestricted General Fund Summary as of July 31, 2009 that reflected revenue of \$272,895 and expenditures of \$781,523. He also provided those present with an update on the solar project that the College was interested in. He stated that he had investigated options for the project and found varying interest rates. He also stated that the CREBS application has been submitted for the solar project and the next step would be to submit an application and secure rebates with PG&E and that the cost associated with this would be approximately \$20,000 and would not be refundable. Mr. Scoubes also stated that after further research he found that the College would be responsible for a 2.5 million dollar balloon payment for the project at the end of fifteen years that could be refinanced for an additional ten years. He also stated that solar panels typically have a useful life of twenty five to thirty years and it appears that any savings realized by the College would be minimal. Mr. Scoubes reported that he would continue further research and provide a written report to the Board at a future meeting. Trustee Sheehan stated that it is important that the short-term impact on the general fund be known before any further decisions are made on the project.

4. Communications, Presentations, and Reports

a) Trustee Reports

No Report

b) Associated Students

No Report

c) Academic Senate

Chris Connell, Academic Senate President, stated that faculty are back on campus and classes are full with students. He also stated that during faculty flex days, information on the accreditation process was provided and that faculty are now working on the pieces of the accreditation process that they are responsible for. Dr. Connell stated that an important task in the Academic Senate this year will be to finish the rewriting of the policy on evaluation of administrators and that Katie Desmond, Political Science Instructor, is heading up the Academic Policies Committee in this regard. Trustee Sheehan commented that with regards to the accreditation process, there had been concerns regarding the coursework done primarily by associate faculty and

he inquired whether or not Dr. Connell still considered this an issue. Dr. Connell replied that the issue was specifically in course outlines of Student Learning Outcomes (SLO's) taught by associate faculty and that he felt the issue was resolved or is being resolved. Michael Bagley added that both faculty and associate faculty have stepped up to help with the accreditation process and that over the summer the associate faculty union group agreed to the extra work of assessing SLO's as part of their contract. Dr. Connell stated that he wanted to clarify that there is not any particular faculty member that is trying to block progress on accreditation, it's more an issue of understanding the SLO's which are a new and different component to the process. Dr. Taylor inquired whether or not the Board would welcome a report on SLO's and learning assessment at a future meeting and Trustee Sheehan stated he would welcome a report by the end of the calendar year on progress that is being made in this area.

d) Classified Senate

Jodi Beynon, Classified Senate President, reported that she has returned to the role of representing the Classified Senate in an interim role and that she hopes to recruit a new candidate into the Vice-Presidency soon. She stated that all of Student Services is busy assisting students and that it is becoming difficult to complete schedules for students because classes are full. She also stated that the Financial Aid Department completed their first disbursement of Pell grants to students and that this was helpful and important to many students. Ms. Beynon reported that categorical programs, and the budget cuts they face, have impacted the students and that the EOPS Program was not able to distribute enough book vouchers for all the students who qualified for the program.

e) Instruction

Michael Bagley reported that the energy in the Office of Instruction is good and that the campus is full of students and parking is at a premium. He also reported that much of the work in his office has been devoted to re-scheduling faculty assignments due to the absence of a full-time faculty member who is unable to teach the fall semester. Dr. Bagley also reported that there had been professional development days for both full-time and associate faculty and that they were well received with much of the time devoted to the accreditation process. He also reported that he is meeting regularly with Dr. Taylor in preparation for the intense timeline required for the report that is due in October.

f) Student Services

Dr. Taylor reported Student Services is experiencing intense days as they provide services to the many students enrolled for the semester. He also reported that as an example of the types of issues being addressed, he had just recently met with Paul Davis of the California Highway Patrol to discuss the District's disabled parking arrangements and practices with regards to issuing permits for disabled parking. Dr. Taylor indicated that in the discussion, the arrangements were clarified on what the District is able to do and not do with regards to these permits.

g) Superintendent/President

Ron Taylor stated that copies of handouts that were provided at Institutional Day had been made available for Trustees before the meeting. He also stated that accreditation was a large part of the conversation during the Institutional Day meeting and there was good discussion and progress made. Dr. Taylor also stated that he had additionally provided Board members with a timeline to fill the vacancy created by Dr. Burkey's resignation. There was additional discussion regarding the guidelines for a provisional appointment and how long the appointment would last. Dr. Taylor additionally stated that the largest two issues that the District is currently facing are accreditation and the budget cutting process. He indicated that at this time it would be premature to attempt to provide numbers related to the budget cutting process but that he would provide these amounts in a future report. Trustee Sheehan requested information on whether or not salary reduction discussions had progressed to more formal proposals with the bargaining units, and Dr. Taylor replied that meetings are continuing but nothing more serious will occur until some definite numbers are received from the State. Dr. Taylor also reported that he is reviewing draft objectives from the administrators for the current year and that Board members have a draft set of objectives from him that he will be posting out to the campus community in the next few days. He also stated that the accreditation recommendations have been a solid push towards a good accountability mindset not only on performance objectives for individual administrators but also program review timelines. Trustee Sheehan stated that there has been some talk in the community about some movement on the part of the State Personnel Board on the various lawsuits and he asked if Dr. Taylor had any comments to make on the issue. Dr. Taylor replied that the only new information he had was that the hearing on the cases before the State Personnel Board has been set for November 9, 2009. He also stated that this is a constrained process in which they already have documents and will hear oral arguments on both sides and then make a determination.

There being no further business, the meeting was adjourned at 4:17 p.m.

RT/ch