

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President Sheehan called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:04 p.m. on Thursday, November 13, 2014 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California

Trustees present: Sheehan, Elliott, McNett, Ware, Student Trustee Mayes

Trustees absent: West

2. Closed Session Announcement:

President Sheehan announced that the Board of Trustees had met in Closed Session and discussed the difficulties with the party and the student death. He also announced that the Superintendent/President will continue to work on appropriate personnel and disciplinary actions as the Board awaits the arraignment scheduled for December 2, 2014. President Sheehan also announced that the Board is holding over slightly the evaluation of the Superintendent/President due to lack of time.

3. Agenda:

Kevin Trutna, Superintendent/President stated that there were members of the public present to speak to Regular Agenda Item #8A3, Approval to Participate in Creation of Tourism Improvement District (TID), and he would request that this item be moved up in the agenda to be addressed first so that individuals could tend to the opening of their businesses, etc. There being no objection or further discussion, the regular and consent agendas for the November 13, 2014 meeting at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (Elliott/Ware/McNett/Sheehan/Mayes Aye) (West Absent).

4. Minutes:

The minutes from the Regular Meeting held on Thursday, October 16, 2014 at Feather River Community College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (McNett/Ware/Elliott Aye) (Sheehan/Mayes Abstained) (West Absent).

5. Items from the Public:

None

6. Administration of Oath of Allegiance – Paul E. Mayes – Student Trustee

Kevin Trutna administered the Oath of Allegiance to Student Trustee Elect Paul Mayes. Dr. Trutna stated that Mr. Mayes is a sophomore at Feather River College, is a member of the men's soccer team, and comes to Quincy from Tracy, California. Mr. Mayes explained to the Board of Trustees that his grandfather wanted him to play soccer and go to college and as a result he enrolled at FRC and really likes it. He

also stated that he is majoring in behavioral science right now and is excited at the opportunity to receive an academic degree paid for through sports. He also told the Board that he saw there was an opening for a student trustee while researching the FRC website and thought it would be a good opportunity to improve Quincy. Dr. Trutna also shared a story about Mr. Mayes at a soccer game against West Hills College where he was given a 60 month red card suspension for allegedly disrespecting an umpire. Dr. Trutna explained that the length of such a suspension would have ended Mr. Mayes' collegiate soccer career, however, on appeal and with the support of West Hills College coaches and players, the allegations were determined to be unfounded and he was reinstated.

8. Regular Agenda

*** A. Motion Items**

- 3) Kevin Trutna requested Approval to Participate in Creation of Tourism Improvement District (TID). He stated that when he began his employment at Feather River College (FRC), Mike Taborski at Feather River Publishing challenged him as a Superintendent/President to do what he could to improve the economic development of Plumas County. He added that economic development is also included as part of the college's mission statement. Dr. Trutna reported that interest in economic development continued in the form of having Carl Ribaud of Strategic Marketing Group, Inc. come to Quincy and lead a presentation on how to improve tourism by focusing on marketing analysis and current trends. The idea of a TID was also talked about and education forums were scheduled in each of the communities. He added that the Plumas County Tourism Council has carried the idea forward and members of the committee were in attendance to provide information and answer questions on the agenda item. Dr. Trutna introduced Lisa Kelly, Owner/Operator Moon's Restaurant who would be explaining the TID concept and Rick Stock, Instructor Outdoor Recreation Leadership (ORL) Program who would be explaining how an indoor climbing wall would academically benefit his program and improve tourism. Lisa Kelly introduced colleagues Tracy Witsted, Owner of the Ranchito Motel and CeCe Reynolds, member of the public and interested Plumas County real estate owner to those present. Ms. Kelly explained the concept of a TID indicating that there are currently over 85 TID districts in the state. She also explained that a TID is a one to three percent assessment on visitors that reserve lodging in rooms, campgrounds, vacation rentals, etc. and that the funds would be collected and managed by the lodging owners. She indicated that it is also a viable interest for the college to be involved so as to keep students coming and parents interested in the area. Ms. Kelly also explained that the funding that would be needed from the college would total \$10,000 or 25% of what it would cost to hire the firm Civitas, a business that has extensive experience in forming and successfully renewing TIDs. Questions were fielded from Trustee McNett and Trustee Elliott regarding what the costs would cover, how ongoing expenses would be accounted for, and whether or not the assessment was voluntary. President Sheehan posed the question that if the vote on

the TID was unsuccessful then investors such as the college and others would not have a return on their investments, and Dr. Trutna responded that the return to investors would be prorated because according to Civitas, if the vote is unsuccessful then the expenses would stop. Trustee Elliott stated that he likes the concept and as a private citizen he understands his risks and rewards, but from a college level the Board would be committing public funds and he wondered how the investment would be received and how it would be returned and there was additional discussion.

Rick Stock provided information on the current location of the facilities for the ORL Program. He reported that it's basically a storage building located near equine studies. He also discussed the proposed move into the Vocational Technical building where the program will have an office, classroom, equipment storage, and possibly a college and community indoor climbing wall. He explained that the wall would be approximately 16'x40'x26' and the idea would be to utilize it for instructional purposes, community education programs, community service learning, and student activity programs. He further explained how it would relate to improving tourism through climbing competitions and he discussed the appropriate target age for such competitions. Mr. Stock stated that he also liked the idea of clinics and the idea of family events as suggested by the instructor at CSU-Chico who has had his climbing wall for six years. He also explained that there is funding for the wall as committed by his friend and climbing partner of \$5,000 annually for five years, the FRC ORL Foundation account which is smaller in comparison, and Perkins funding for two years at \$10,000 per year. He stated that costs to complete the construction of the climbing wall range between \$50,000 and \$75,000 and discussion continued.

Ms. Kelly explained that the monetary commitment by the college and others would be used to contract with Civitas to form the TID. President Sheehan explained that it's a formal process covered under state law and that an entity would have to have enough money to do the petition. He also explained that the Board should view the request as seed money with a plan to get it back over time. Additional comments and questions were heard from Trustee McNett, President Sheehan, and Trustee Elliott who asked if there might be a benefit to running it through the Foundation. Trustee McNett motioned that the request be tabled until the next meeting explaining that he felt the concept needed additional information before moving forward. The motion died for lack of a second and no action was taken. Dr. Trutna followed up by indicating that he would check with legal counsel on the allowable use of funds, check with Carolyn Shipp, Executive Director, Feather River College Foundation on whether or not there was any advantage to running the concept through the Foundation, and he would need to report back to the Board at the December meeting on the College's funding source if the concept moved forward.

7. Consent Agenda

Personnel Actions, Personnel Requisitions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations/Reductions, the Approval of MTI Production Contract for five Town Hall Theatre performances of *Into the Woods* May 6, 2015 through May 10, 2015, Approval of Addendum #2 to Facility Use Agreement between Feather River Community College and Central Plumas Recreation and Park District, and the Approval of SB 1070 Grant Award Agreement #14-164-006 between BOG, California Community College Chancellor's Office and Feather River Community College District in the amount of \$939,891 effective January 1, 2015 through December 31, 2016 were approved as presented, (Elliott/McNett/Sheehan/Ware/Mayes Aye) (West Absent).

8. Regular Agenda

*** A. Motion Items**

- 1) Derek Lerch, Dean of Instruction/CIO requested Approval of Curriculum Actions. He stated that the request included curriculum items approved over the last several months including course revisions, some program revisions, and a new certificate in Early Childhood Education. He also stated that all items had been approved by the Curriculum Committee and ratified by the Academic Senate. There being no objection or further discussion, the request for Approval of Curriculum Actions was approved as presented, (McNett/Elliott/Sheehan/Ware/Mayes Aye) (West Absent).
- 2) Kevin Trutna requested Approval of Faculty Equivalencies. After further discussion and there being no objection, the request for Approval of Faculty Equivalencies was approved as presented, (McNett/Elliott/Sheehan/Ware/Mayes Aye) (West Absent).
- 4) Kevin Trutna requested Approval of Facilities Movement Plan. Dr. Trutna explained that there were several factors leading up to the decision to relocate some of the facilities on campus. He reported that the state gave the District certain funding sources to be spent this year. He also explained that the funding sources included instructional equipment funding and deferred maintenance funding that has to be spent or encumbered by June 30, 2015. He additionally explained that an ad-hoc committee was formed to discuss and decide what to do with the Vocational Technical Building and this was also one of the unanswered questions in the as yet unapproved Facilities Master Plan. He explained the challenges of the locations of the current welding shop, art classroom, ORL storage, maintenance and operations, weight room, and equine studies classroom and the recommended changes in the attached chart and there was further discussion. Trustee Elliott confirmed that funding for the costs would be coming from state funds and Dr. Trutna indicated that the District has already received the funding. President Sheehan asked where the wood working shop would be located after everything is moved and Nick Boyd, Director of Facilities/CTO replied it would exist in a bay inside of Maintenance and Operations. After further discussion and there being no

objection, the request for Approval of Facilities Movement Plan was approved as presented, (Elliott/McNett/Sheehan/Ware/Mayes Aye) (West Absent).

*** B. Roll Call Items**

None

C. Special Items/Reports

- 1) Jim Scoubes, Chief Financial Officer presented the District's Monthly Financial Status Report as of October 31, 2014. He reviewed the Unrestricted General Fund Summary noting that expenditures total \$4,641,977 or 33% of approved budget and he explained the slight increase over the prior year as related to moving funds earlier this year than last year for retiree benefits.
- 2) Kevin Trutna introduced Shelley Miller, Early Childhood Education Instructor to those present and reported that Ms. Miller, who plans to retire in the next couple of years, would be providing a report to the Board of Trustees on the Early Childhood Education Program and its importance to Feather River College. Ms. Miller combined a PowerPoint presentation with her report that highlighted what the Early Childhood Education Program is about, who its students are, where students in the program are working, where these students are going to school, and future projections for the field. Ms. Miller's presentation also included information on the fully online bachelor's degree available through an articulation agreement with Southern Oregon University, and the two large certificates of achievement and five certificates of specialization offered at Feather River College. Ms. Miller closed her presentation by providing several individual stories of how students in the program arrived at Feather River College, thrived at Feather River College, and went on to further their education and work in the field of Early Childhood Education. The Board of Trustees thanked Ms. Miller for the enthusiasm and energy of her informative presentation.
- 3) Kevin Trutna provided a report to the Board of Trustees on the draft 2016-2019 Strategic Plan. He stated that the current draft was representative of the work done to date to fill the gaps on the previous document. He also reported that the president's message as well as the structure and philosophy of the plan were added and that it will be moved into the shared governance approval process before coming to the Board of Trustees in the spring. Trustee Elliott asked if Dr. Trutna felt the college community sees the value of growing the college and Dr. Trutna responded "yes" and that the struggle is to look for ways to grow the "on campus" students and there was further discussion. President Sheehan commented that visually the draft Strategic Plan was easy to follow and understand and he liked what has been done with its development.

D. Communications, Presentations, and Reports

1. Board of Trustees

Trustee Elliott announced that the fall dinner fundraiser at the Methodist Church is taking place later in the evening and that meals to go will also be available. President Sheehan reported that an outgrowth of last week's election was that Senator Wyden has authored a bill that deals with Secure Rural Schools and it remains to be seen if he will be able to get it signed.

2. Associated Students

Karen Pierson, on behalf of ASFRC, reported that ASFRC sponsored a costume contest on Halloween and she passed around a picture of those individuals that participated. Dr. Pierson also reported that two students would be leaving for Los Angeles on Friday, November 14th to be delegates to the general assembly of the statewide conference for associated student organizations. She additionally reported that on Tuesday, November 25th, FRC will be sponsoring a Thanksgiving lunch to feed students and staff and that ASFRC officers are also looking into how food is distributed from the Pasta Pantry, an on-campus resource for hungry students. Dr. Pierson explained that a decision may be made to leave the pantry open so it is more accessible and flexible for students to use.

3. Academic Senate

No Report

4. Classified Senate

Cindy Hall, Classified Senate President reported that the group meets again on Monday, November 17th and that the accreditation mid-term report is on the agenda for approval. Ms. Hall indicated that she read the document, found it to be well done, and is recommending that the members of the Classified Senate vote in favor of approval. She also reported that the Rose Cortez Memorial Scholarship will be an item of discussion and a meeting may be called to talk about restructuring how the funds can be spent by students once awarded. Ms. Hall also stated that she wished to thank Paul Mayes for his interest in representing the students of FRC and joining the Board as its student trustee.

5. Instruction

Derek Lerch reported that as Ms. Hall stated, the accreditation mid-term report is moving through the shared governance approval process, going to Cabinet in early October for review, being approved by the Academic Senate on Wednesday, November 12th, and on its way to the Classified Senate for discussion and approval on Monday, November 17th. Dr. Lerch also explained that from there the document will go back to Cabinet for its approval at the beginning of December and to the Board of Trustees for final approval at the December or January meetings. He also reported that an idea that had been previously discussed and is becoming a reality is acquiring a cadaver for the biology program. Dr. Lerch explained that funding for the cadaver is coming out of the some of the restricted funding from the state discussed earlier in the meeting, and he reviewed the steps

that will be taken to house and maintain the cadaver in its own secured area. Dr. Lerch additionally reported that related again to the special restricted funding that needs to be spent, the District is funneling what the state refers to as one-time career technical education enhancement money to be used to retool and expand career technical education programs and move the old and outdated metal shop to a better and larger location near the agriculture program. He also reported that there's been quite a bit of discussion on campus about the opportunity to be part of the statewide pilot program for community colleges to offer four year degrees. He indicated that the Board of Governors is meeting next week to approve the criteria used to decide on 15 districts that will be selected to introduce a pilot four year degree program that's not currently offered at the CSU's. He explained that each of the 15 districts will have the opportunity to submit just one degree proposal and he has been working with the Career Technical Division to try to identify potential degrees that could be submitted from FRC. Dr. Lerch stated that the programs have been narrowed down to include an Equine Ranch Management degree option and the Environmental Studies group has a Watershed Restoration degree proposal and he thinks that both could be competitive because they are so different from what other community college will be submitting. He added that additional meetings are scheduled to take place to decide on which proposal will be moved forward and the applications are due by December 19th.

6. Student Services

Karen Pierson, Chief Student Services Officer reported that Rajinder Gill, AB 86 Adult Education Grant Director asked her to indicate that she would request that the College consider applying to become a General Education Diploma (GED) testing center again. Dr. Pierson stated that according to Ms. Gill, her colleagues are reporting that there is a significant demand for the need and there was further discussion. Trustee McNett asked if there were any numbers available on how many individuals test for the GED annually and Dr. Pierson responded that at its highest point it was approximately 20 and then it began to dwindle. Dr. Pierson also reported that an outside training resource company, Strata Information Group (SIG) is going to train several staff members how to write queries which will enable employees to extract data and information for reports without having to complete the research by hand. Dr. Pierson additionally reported that another extended orientation program will be offered to students on December 1st, and it will be led by former soccer player and successful greenNEWit business owner Jason Jannati. Dr. Pierson additionally reported that Student Services is currently in the process of reviewing and improving its residency questionnaire in preparation for further movement into the shared governance approval process. She indicated that the previous questionnaire did not completely make it clear how a student goes about obtaining California residency for tuition purposes.

7) Superintendent/President

Kevin Trutna reported that the Board of Trustees has his written report and he would like to highlight a couple of items that were not included in the report. He stated that the Town Hall Theatre showed the movie *The Book Thief* last week and Chris Connell, English Instructor reported that it was standing room only with good questions before and after the movie. Dr. Trutna added that Mike Welser, Business Instructor and Darryl Swarm, Library Director together developed a display of pictures and events surrounding *The Book Thief* era. He also reported that the Sustainability Action Team (SAT) made it possible for the Lexicon of Sustainability to be displayed in the library, and the FRC volleyball team clinched the Golden Valley Conference title for the fifth time with its win the previous night over Butte College. Dr. Trutna also highlighted the bachelor's degree opportunity Derek Lerch addressed in his report, the thank you cards from the families of Grace Holland pictured in his written report, and the resurrection of FRC's chapter of the Phi Theta Kappa Honor Society by Katie Desmond, Political Science Instructor who in her first semester as advisor, has 23 students who will be inducted into the chapter on Friday, November 21st at noon.

There being no further business, the meeting adjourned at 5:17 p.m.

KT/ch