

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 3:01 p.m. on Thursday, February 16, 2017 at Feather River College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, McNett, Meyers, Student Trustee Hammons

Trustees absent: Sheehan, Ware

2. Agenda:

Kevin Trutna, Superintendent/President requested that agenda item #6C3, "Report on Distance Education", be moved forward on the agenda to take place after the introduction of Dr. Kelsie Foster and Nick Goulet. He explained that presenter, Dr. Mick Presnell, Director of Distance Education needed to leave for Chico due to deteriorating weather conditions. Dr. Trutna also indicated that due to urgent and unforeseeable circumstances, he needed to request that the Board of Trustees add Motion Item #6A6, Approval to Adjust Date of March Board Meeting to the Regular Agenda. There being no objection or further discussion, the regular and consent agendas for the February 16, 2017, meeting at Feather River College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, CA were approved as amended, (McNett/Meyers/Elliott/Hammons Aye) (None Opposed) (Sheehan/Ware Absent).

3. Minutes:

Trustee McNett requested that the minutes from the January 19, 2017 meeting be corrected at the top of page four under the description of the vote. He explained that the minutes currently state that Trustee Ware voted twice on the action to approve AP 7121, Faculty Recruitment, Screening and Hiring, once to make a motion, and then again on the request for all in favor of the motion. Trustee McNett added that he thought he made the motion. After further discussion, the minutes from the January 19, 2017 meeting at Feather River College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, CA were approved as amended, (McNett/Meyers/Elliott/Hammons Aye) (None Opposed) (Sheehan/Ware Absent).

Introduction of Dr. Kelsie Foster, Counselor – Mental and Behavioral Health

Kevin Trutna introduced Dr. Kelsie Foster to those present. He explained that Dr. Foster is Feather River College's new mental and behavioral health counselor funded in part through a contract with the Plumas County Mental Health Department and its transitional age youth funding. He noted that Dr. Foster comes to FRC from a qualified and diversified background and will be someone that students can go to when they want or feel the need to discuss the challenges they're facing outside of the classroom. Dr. Foster stated that she has Ph.D. in counseling and psychology and that she has worked for a number of years at a variety of different university and community college counseling centers. She added that her most recent position was at the University of Rhode Island's counseling center and she has also served as a Director of Student Support Services TRiO. Dr. Foster also mentioned that she worked for a number of years in New York City as the Director/Coordinator of Vocational Rehabilitation, a

residential out-patient treatment facility. She noted that although her background is varied, her focus has always been on mental health and wellness and this will continue to be her focus here at Feather River College. She reported that three weeks into her position, she has already had several days of back-to-back appointments and that she is receiving referrals from both students and faculty along with coordinating with athletics and other areas of the campus. Trustee Elliott asked Dr. Foster for examples of the types of issues that she is seeing students for, and Dr. Foster responded that anxiety has taken over as the top issue facing young people today where just a couple of years ago it was depression. She added that she is seeing this trend continue in her appointments here due to a variety of factors. She also noted that she likes some of the aspects of social media, but that there are some aspects of it that can cause young adults to not be as socially engaged directly, leaving them without the necessary coping skills when something happens. Dr. Foster concluded the discussion by outlining some of the outreach efforts she's been involved in with faculty to discuss the kinds of things that they are encountering with students. She also explained how she plans to align herself with programs that involve behavioral health such as the one coming up in March that will specifically address eating disorders and the use of vitamins and supplements by both men and women in place of actual nutrition.

Introduction of Nick Goulet, Head Football Coach

Kevin Trutna introduced Nick Goulet, Head Football Coach to the Board of Trustees. He stated that Mr. Goulet came to Feather River College by way of Chabot College and as he remembered it was familiar in some way with Plumas County. Nick Goulet followed up Dr. Trutna's comments by explaining he has coached football for 13 years with 11 years in the junior college (JuCo) system. He also stated that prior to accepting the head coaching position with Feather River College, he was the offensive coordinator for Chabot College. Mr. Goulet informed the Board that he fully understands what he's stepping into as far as the football program is concerned, and that all of the meetings that he's had thus far have been about off the field issues. He conveyed to the Board that it's his philosophy that these things need to be fixed first in order to move forward with establishing trust in his quarterbacks and his team. He stated that he's excited about the opportunity to coach at Feather River College and although he's already being tested in ways by some of the student athletes, others are surprising him every day. Mr. Goulet indicated that he sees community outreach and support as an important aspect of a program that everyone can be proud of, but he's also competitive and plans to win games. He also stated that he knows what he likes and recruits the same way, and he plans to do everything possible to bridge any gaps, reach out to the right people, and get this program going in the right direction. When asked by Trustee McNett about the rest of his coaching staff, Mr. Goulet indicated that he didn't keep everyone from the previous system, but he did retain Nyika Long as the defensive coordinator and Bill Abramson as a volunteer offensive line coach. He added that he also brought with him from Chabot Andy Sparano who will coordinate the offensive line and Jamel Hamler, a receivers coach and someone that will help with strength and conditioning. Trustee Elliott thanked Coach Goulet for his time and welcomed him and his staff to Feather River College.

6C3 Report on Distance Education – Mick Presnell

Kevin Trutna introduced Mick Presnell, Director of Distance Education to the Board of Trustees. He stated that Dr. Presnell would be updating the Board on the Distance Education Program and also would be providing his thoughts for the future of the program as he is planning to retire at the end of June. Dr. Presnell began his report by

describing the changes that have taken place on campus with regards to distance education in terms of the implementation of Canvas, a new Learning Management System (LMS) for FRC. He stated that Canvas, a system funded by the Chancellor's Office and being adopted by all community colleges, replaced Moodle, the system the District began its distance education program with. He explained that Canvas is now integrated with the college's Management Information Services (MIS) Department so that as enrollment takes place, courses are automatically deployed into Canvas so instructors can use the system to supplement their instruction. Dr. Presnell added that the only remaining portion of the implementation that needs to take place is the automation of the account creating process that would join Canvas to student and faculty email and there was further discussion. Dr. Presnell continued his reported by pointing out some of the advantages of the Canvas system such as the 24/7 customer and technical support service the parent company Instructure provides, the user friendly nature of the product, the drop in the number of frequently asked questions from faculty and students, and the capability of the product to integrate with other types of programs and software options that the Chancellor's Office is providing as part of distance education, When asked by Trustee Elliott about the number of students enrolled in distance education now, Dr. Presnell responded that the enrollment numbers amount to approximately 33 FTES. He added that the campus has also been expanding the number of hybrid courses, a mixture of both online and regular campus classroom settings, as this allows for additional flexibility in the scheduling of classes. When asked what recommendations he would have for the future of the Distance Education Program, Dr. Presnell responded that he feels like the college needs to work on some curriculum design and package some pathways for students that lead to a fully online certificate or degree. He also indicated that as far as his replacement, he would suggest that the institution look to information services instead of instruction because of the technical side of distance education, and to also consider someone that will advocate for building the program.

5. CONSENT AGENDA

*** A. Motion Items**

- 1) Ratification of Personnel Requisitions 2) Ratification of Personnel Actions 3) Payroll and Commercial Warrants 4) Budget Transfers 5) Budget Augmentations/Reductions, 6) Approval of Amendment #01 to Contract #CSPP-6343 dated July 1, 2016 between Feather River Community College District and California Department of Education to amend the Maximum Reimbursable Amount (MRA) payable pursuant to the agreement by deleting reference to \$84,464.00 and inserting \$88,803.00 in place thereof, 7) Approval of Agreement between Feather River Community College District (DISTRICT) and Plumas County Office of Education (PCOE) (AGENCY) for District to provide an Adult Education Project Coordinator, (Shelley Miller) under the Adult Education Block Grant, Feather River College Go Teach, 8) Approval of Addendum to Instructional Service Agreement (ISA) currently in effect between Feather River College (FRC) and the Butte County Office of Education (BCOE) to expand the current ISA to allow an additional 150 full-time equivalent students (FTES) to accrue during the 2016-2017 academic year, and 9) Approval of Memorandum of Understanding between the Feather River Community College District (Deputy Sector Navigator – Global Trade and Logistics (DISTRICT) and

CSU, Chico Research Foundation on behalf of the Northeastern California SBDC (AGENCY) for DISTRICT to provide a coordinator (Angela Cordell, DSN) to work with AGENCY to bill DISTRICT for global trade and logistics consulting services effective January 24, 2017 through June 30, 2017 were approved as presented, (McNett/Hammons/Elliott/Meyers Aye) (None Opposed) (Sheehan/Ware Absent)

6. REGULAR AGENDA

***A. Motion Items**

- 1) Kevin Trutna requested Approval of Curriculum Actions. After brief discussion and there being no objection, the request for Approval of Curriculum Actions was approved as presented, (McNett/Meyers/Elliott/Hammons Aye) (None Opposed) (Sheehan/Ware Absent)
- 2) Kevin Trutna requested Approval of District Board Policies BP 5140, Disabled Student Programs and Services, BP 6700 Civic Center and Other Facilities Use and BP 4025, Philosophy and Criteria for Associate and Baccalaureate Degrees and Certificates. After further discussion and there being no objection, the request for Approval of District Board Policies BP 5140, Disabled Student Programs and Services, BP 6700 Civic Center and Other Facilities Use and BP 4025, Philosophy and Criteria for Associate and Baccalaureate Degrees and Certificates were approved as presented, (Meyers/Hammons/Elliott/McNett Aye) (None Opposed) (Sheehan/Ware Absent).
- 3) Kevin Trutna requested Ratification of the Quarterly Financial Status Report, CCFS-311Q for the Quarter ended December 31, 2016 (Q2). After further discussion and there being no objection, the request for Ratification of the Quarterly Financial Status Report, CCFS-311Q for the Quarter ended December 31, 2016 (Q2) was passed as presented, (Meyers/McNett /Elliott/Hammons Aye) (None Opposed) (Sheehan/Ware Absent).
- 4) Kevin Trutna requested Approval to Amend Authorized Signatures on District Accounts at Plumas Bank and Bank of America. After further discussion and there being no objection, the request for Approval to Amend Authorized Signatures on District Accounts at Plumas Bank and Bank of America was approved as presented (McNett/Hammons/Elliott/Meyers Aye) (None Opposed) (Sheehan/Ware Absent).
- 5) Kevin Trutna requested Approval of Faculty Equivalencies. There being no objection or further discussion, the request for Approval of Faculty Equivalencies was approved as presented, (McNett/Meyers/Elliott/Hammons Aye) (None Opposed) (Sheehan/Ware Absent).
- 6) Kevin Trutna requested Approval to Adjust Date of March Board of Trustees Meeting. He explained that he will be away from campus on March 16, 2017, chairing an accreditation site visit at Big Springs College. He asked the Board to consider either March 9, 2017 or March 23, 2017 as possible adjustment

dates, and then he remembered that March 23rd wouldn't work because of a Phi Theta Kappa awards luncheon in Sacramento he's committed to. After further discussion and there being no objection, the date of the March 2017 Board of Trustees meeting was rescheduled for March 9, 2017, (McNett /Hammons/Elliott/Meyers Aye) (None Opposed) (Sheehan/Ware Absent).

*** B. Roll Call Items**

- 1) Kevin Trutna requested Approval of Resolution #16/17-05 – Recognition of Retiring Chief Student Services Officer (CSSO) Dr. Karen Pierson. There being no objection or further discussion, Resolution #16/17-05 was approved as presented.

Ayes: Elliott, McNett, Meyers, Student Trustee Hammons
Noes: None
Absent: Sheehan/Ware
Abstain: None

C. Special Items/Reports

- 1) Jim Scoubes, Chief Financial Officer provided the District's Monthly Financial Status Report as of January 31, 2017. He reviewed the Unrestricted General Fund Summary noting that expenditures for the period totaled \$8,716,474 or 53% of approved budget. He also stated that the report takes the District through 7/12ths of the fiscal year or 58% when reflected as a percentage.
- 2) Kevin Trutna and Trustee Meyers reported out on their attendance at the Community College League's Annual Legislative Conference. Dr. Trutna stated that he had provided material on the talking points on the conference in board packets, and he indicated that what surprised many of the attendees was the Guided Pathways that was included in the Governor's January budget. He explained that Guided Pathways is an attempt to streamline students as they move through getting their degrees, and the different projects like Student Success and Support Programs (SSSP), Basic Skills and Student Equity funding which have similar but different objectives will be consolidated. He further explained that the Guided Pathways projects seems to be taking it a step further, but the details won't be released until the budget is approved. Dr. Trutna also mentioned the Cost of Living Increase (COLA) that was included in the January budget, noting that last year's COLA disappeared in the May revise. He added that there is funding for growth, although community colleges in California aren't growing right now, and there was further discussion. Trustee Meyers reported that he felt it was a good conference and one of the Board members should alternate attending every year. He added that although he wasn't able to meet with Senator Gaines himself, he met with Matt Cox, senior staff member and then briefly with Brian Dahle, and he felt the visits served a worthwhile purpose. He also reported that he and Dr. Trutna talked with legislators about the progress of the

bachelor's degree program and the significant funding available for Guided Pathways and associated projects and programs.

- 4) Kevin Trutna indicated that Chapter 7 of the District Board Policy Manual had been included in agenda packets as informational material for Board members. He stated that one of his current objectives was to review those Board policies that specifically relate to personnel matters. He explained that his approach to the review would be to have trustees bring back those policies that they have specific questions on instead of going through every one.

D. Communications, Presentations, and Reports

1) Board of Trustees

Trustee Meyers congratulated the men's basketball team and coaches for winning the Golden Valley Conference championship. He also requested that when new faculty or senior administrators are hired and introduced to the Board, it would be helpful to have a brief Curriculum Vitae (CV) or biography on where he or she came from. Trustee Meyers additionally asked if Dr. Trutna was going to bring back the Board goals in March, and Dr. Trutna responded that he would consider it based on what else is on the agenda.

2) Associated Students

Bethany Hammons, on behalf of ASFRC, reported that PTK is active right now having almost completed its Action in Honors Project working with Bridget Tracy, Earth Sciences/Environmental Studies Instructor and Nick Boyd, Director of Facilities/CTO to help with the greenhouse. She explained that the chapter received a \$1,000 grant, and it is in the process of purchasing a system to compost items from the Eagle's Perch to help Ms. Tracy with her plans for get the greenhouse up and running for the spring semester. Ms. Hammons also reported that for its college project this year, members of PTK have decided to help with the repairs and restoration of the Child Development Center's playground that was heavily damaged in this year's flooding. She added that as a Chapters United Project, another PTK Chapter will travel up to Quincy to help with the work. Student Trustee Hammons went on to report that Katie Desmond, PTK Advisor and Political Science Instructor previously received a \$10,000 grant to increase civic engagement on campus and in the community and that she and another chapter member, Kristina Smith were chosen to be Civic Impact Scholars. She explained that as Civic Impact Scholars, they have already coordinated events that focus on civic engagement. She added that this month they plan to hand out pamphlets about how to tell the difference between fact and faction in the media, and in April they will be showing a film on climate change titled *After the Flood* and then show a brief interview that reflects an opposing view. Student Trustee Hammons concluded her report by informing the Board that during the month of the March, the Political Science Chairperson from Chico State University will visit the college to present on a topic of his/her choice and in May there will be a field trip to Sacramento to visit the State

Capitol and meet with Senator Ted Gaines and Assemblyman Brian Dahle.

3) **Academic Senate**

Jeanette Kokosinski, Academic Senate President reported that the Academic Senate will be forming a search committee soon for the new English instructor that was approved by the Board. She also reported that the search committee for the Head Rodeo Coach is meeting and will be moving into recommending a candidate after interviews are finished.

4) **Classified Senate**

No Report

5. **Instruction**

Derek Lerch updated the Board of Trustees on accreditation stating that the college has completed a revision of the self-evaluation Standards that were revised in committee last fall and turned it into a single document. He also reported that this single document will now be reviewed by associate faculty member, Nathan Slinker, he will hand it off to Katie Desmond for the next review, and after that it will be reviewed by the entire campus. Dr. Lerch also reported that there is still work to do on evidence collection and cataloging, but he feels there's sufficient room in the timeline to get this done. He added that in parallel to the review phase, the draft of the Quality Focus Essay will be sent out to shared-governance committees not only for review, but for members of the committees to add to it in terms of goals. Dr. Lerch also updated the Board on the site visit for the Bachelor's Degree Program (BDP) stating that the College should receive its report soon from the Accrediting Commission for Community and Junior College (ACCJC) on its findings and/or recommendations and there was further discussion.

6. **Student Services**

Carlie McCarthy, Chief Student Services Officer reported that the College is moving forward with California Community College Apply (CCCApply) a statewide online admissions application system which connects with Canvas and other Chancellor's Office initiatives discussed earlier. She explained that SSSP funding has provided for a temporary IT employee to assist with the installation of some of the software programs including CCCApply and SARS, a counseling and advising module to streamline appointments for students. Ms. McCarthy also reported that Student Services is moving forward with the Multiple Measures Assessment Project (MMAP) that will improve course level placement and there was further discussion and additional comments from Derek Lerch. Ms. McCarthy also pointed out that Bethany Hammons and Haley Housel cooked a spaghetti dinner at the Eagle's Perch for approximately 60 students on Valentine's Day, and that the students enjoyed themselves downstairs after the meal playing ping pong, pool, and other games. She additionally commended Ms. Hammons for being recognized as one of only 20 Civic Impact Scholars in the State of California.

7) Superintendent/President

Kevin Trutna indicated that due to the evacuation orders in place in Yuba City during the recent storm, he did not have a written report for the meeting. He informed the Board of Trustees that both the volleyball team and men's soccer team were recipients of Team Scholar Awards from the California Community College Athletic Association (CCCAA) for achieving a 3.5 cumulative grade point average and showing outstanding leadership qualities as athletes. He also noted that he recently attending a Tourism Council meeting and the Council is still trying to put forward a Tourism Business Improvement District (TBID), although the College is not involved with it and there was further discussion.

There being no further business, the meeting was adjourned at 4:57 p.m.

KT/ch