

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 3:10 p.m. on Thursday, July 20, 2017, at Feather River College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Sheehan, Elliott, McNett, Meyers, Ware

Trustees absent:

2. Closed Session Announcement:

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

3. Agenda

Kevin Trutna announced that he would like to pull from the Consent Agenda Item #6A8, Approval of Adult Education Grant Program 104 (AEBG 104) Agreement between Feather River Community College District (DISTRICT) and Eastern Plumas Chamber of Commerce (AGENCY) for AGENCY to refer candidates to OnRamp to Employment services and if candidate is hired into a full or part time paid position, OnRamp will fund the Chamber \$2,000 per participant, not to exceed 5 referees and/or \$10,000 effective July 1, 2017 through June 30, 2018, and Consent Agenda Item #6A9 Approval of Adult Education Grant Program (AEBG) Agreement in the amount of \$3,480 between Feather River Community College District (DISTRICT) and Eastern Plumas Chamber of Commerce (AGENCY) for AGENCY effective July 1, 2017 through June 30, 2018, to administer and provide training and assistance to Plumas County veterans and other qualified residents to enroll in the OnRamp Program, preparation of job resumes and interviewing skills with the goal of participants obtaining employment, for further discuss with the AGENCY. There being no objection or further discussion, the regular and consent agendas for the July 20, 2017 meeting held at Feather River College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as amended, (McNett/Meyers/Sheehan/Elliott/Ware Aye) (None Opposed).

4. Minutes:

The minutes from the Regular Meeting held on June 15, 2017, at Feather River College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (McNett/Meyers/Sheehan/Ware Aye) (None Opposed) (Elliott Abstaining).

5. Items from the Public:

There were no items from the public.

6. 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 Memorandum of Understanding (MOU) between Feather River College (College) and Feather River Materials (FRM) for College to transport and deposit at Feather River Materials 272 Crescent Street, Quincy, California, manure generated through College livestock operations, and subject to the provisions stated in the MOU, 7) Approval of Contract (Grant) Agreement #17-164-006 in the amount of \$250,000 between Board of Governor's California Community Colleges Chancellor's Office and Feather River Community College District to continue Career Technical Education Pathways service to K-12 districts for the Far North Region July 1, 2017 through June 30, 2018 and, 10 Approval of Facility Lease Agreement between Feather River College Foundation, Inc., (Lessor) and Feather River Community College District (Lessee) for lease of premises described as Feather River Fitness and Recreation, 336 Crescent Street, Quincy, California, effective July 1, 2017 and ending June 30, 2022 (five years). Rent payment shall be payable in advance in monthly installments of \$4,000.00 were approved as presented, (Elliott/McNett/Sheehan/Meyers/Ware Aye) (None Opposed).

7. REGULAR AGENDA

***A. Motion Items**

None

*** B. Roll Call Items**

- 1) Kevin Trutna requested Approval of Resolution #17-18-03 – Approval of the Application for Funds under the Sierra Nevada Conservancy (SNC) Proposition Grant Program. After brief discussion and there being no objection, the request for Approval of Resolution #17-18-03 – Approval of the Application for Funds under the Sierra Nevada Conservancy (SNC) Proposition Grant Program was approved as presented.

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

C. Special Items/Reports

- 1) Kevin Trutna provided opening remarks on the state budget, informing the Board of Trustees that the legislature had passed the budget on time this year and included in it is a Cost of Living Increase (COLA) of 1.56%. He reported that it also includes a slight increase to the college's base, and that there will be funding for maintenance and the instructional equipment block grant which will help with the college's planning processes. Jim Scoubes, Chief Financial Officer then presented the District's Quarterly Financial Status Report as of June 30, 2017. He reviewed the Unrestricted General Fund Summary noting that expenditures totaled \$14,752,284 as of July 5th when he ran the report. He stated that Business Services is in

the process of closing the books for the fiscal year, and when he ran the report just before the meeting, expenditures looked to total about \$17,000,000 and there was further discussion. Mr. Scoubes noted that with income, things are bit different because Katie Schmid, Chief Accountant will need to determine what the state owes the college and vice versa. Ms. Schmid, who was present, interjected that it was approximately \$1,000,000 in additional income from property taxes, etc. that the state owes the District. Mr. Scoubes stated that when all things are considered, he felt that the District will come out having spent about 94% of its approved budget. When asked about the \$17,000,000 figure he had previously given, Mr. Scoubes corrected his dollar figure to \$16,446,000. Trustee Meyers stated that earlier in the year, there was discussion about the District experiencing a \$2,000,000 difficulty, and was he correct is presuming that the budget now reflects this difficulty has been resolved. Mr. Scoubes responded that although it couldn't recall the discussion, he would check to see if there was a timing issue with the receipt of funding from the state which he felt was likely. President Sheehan commented that this year, and in most years, the District has budgeted to use a portion of the Beginning Fund Balance (BFB) to pay for District expenses for the upcoming fiscal year. Trustee Meyers added that in his short tenure on the Board, the BFB has always been positive and there was additional discussion about where the fund stands now compared to last year, with Dr. Trutna indicating it would likely be September before an accurate number could be given.

- 2) Kevin Trutna reviewed Chapter Two of the Board Policy Manual with the Board of Trustees. He explained that BP 2432, Administrator in Charge through AP 2740, Board Self-Evaluation concluded the review of the section of the manual on the Board of Trustees. There was brief discussion of the content, and the trustees thanked Dr. Trutna for the material.

- 4) Kevin Trutna explained that the agenda item and report on employer fixed payroll costs was something he began a few years back and the report includes all the costs mandated by the various agencies along with the District's associated contributions and costs to employee medical benefits. He stated that the report is something he likes the Board to have as information and there was further discussion. Trustee Elliott stated that he feels it's important for employees to know what the District's share of costs are regarding their health plan expenses.

D. Communications, Presentations, and Reports

1) Board of Trustees

None

2) Associated Students

No Report

3) Academic Senate

No Report

4) Classified Senate

Cynthia Hall, reported that a Rose Cortez Memorial Scholarship in the amount of \$500.00 had been awarded to continuing student Shannon Weller.

5. Instruction

Derek Lerch, Dean of Instruction/CIO reported on the progress surrounding the work on accreditation. He stated that there are a few parallel projects taking place right now that include a review of the self-evaluation Standards themselves. He added that it's his goal to have a complete review wrapped up by the end of summer, and then it will be sent out to the entire campus early in the fall semester. Dr. Lerch also reported that work continues on the introductory material and he explained that the material is being written to introduce the institution to the accreditation team in a way that's framed around the college's Mission Statement. He added that that the Quality Focus Essay (QFE) has been another parallel project that's being worked on and that it will be the final chapter of the self-evaluation. He explained that he wants to build clear connections between the introductory material, the main body of the self-evaluation, and the QFE so the message is obvious to the reader and they can read it without confusion. In addition, Dr. Lerch reported that Cindy Hall, Administrative Assistant and Jim Scoubes have been working on evidence collection and how it ties into the Standard. He noted that progress has been varied from week to week. He closed his report by mentioning that Rafael Lopez, Art Instructor took second place in Reno, Nevada in that state's annual 24 hour mural marathon. In addition, Dr. Lerch notified the Board members that the college submitted its final apportionment report or P-3 as it is referred to the state, and the final FTES number that was reported was 1,613.59, after initially projecting 1,620. Dr. Lerch also reported that he is moving forward with replacing the Director of Distance Education that opened up with the retirement of Mick Presnell.

Trustee McNett asked Dr. Lerch what kind of changes the Board members could expect to see in the Adult Education Grant having just pulled two agenda items earlier in the meeting. Dr. Lerch responded that he really couldn't say anything definitively yet, but what's happened over the last few years is that the state first made the funding available for an Adult Education Planning Grant, and that at the time there was very little information on what deliverables the state was expecting. He went on to say that the college worked from that point on with the knowledge and understanding that there had not been any sort of formal adult education program in the past in Plumas County. He noted that now the reporting system that the state is building, and still working their way through, is changing and becoming more in tune with other reporting systems that community colleges regularly use for general apportionment types of reporting, and this has hampered the initial vision developed for working with the community organizations in Plumas County. He noted that he's been meeting with Pamela Crespín, Director of the Adult Education Grant

and Terry Oestreich, Superintendent of the Plumas Unified School District (PUSD) trying to figure out the best way to approach the system changes and align the reporting of the adult learners in Plumas County to fit these system changes taking place. Trustee McNett requested that Dr. Lerch keep the Board apprised of new information on the grant as it becomes available.

Trustee Meyers asked Dr. Lerch what the current status is on the Bachelor's Degree Program and whether or not it is still listed to sunset, and Dr. Lerch responded that "yes", it's still listed to sunset. Kevin Trutna added that he had provided testimony on the program in Sacramento the previous week and the legislative bill passed 11 to one, however it did retain a sunset which moved from 2018 to 2023 and there was further discussion on the vote and who was in opposition to it.

6. Student Services

Carlie McCarthy, Chief Student Services Officer, reported that 31 students enrolled in the Summer Bridge Program with probably a third being from Plumas County areas. She noted that the program starts August 7th and runs for two weeks and helps participants brush up on math and English skills. Ms. McCarthy also reported that Student Services is gearing up for New Student Orientation and the Week of Welcome activities planned to open the fall semester. She elaborated on one of the activities trustees might want to mark on their calendars as being Friday, August 25th when there will be a band on campus free and open to all community members. She added that a barbecue will be offered for \$5.00. She went on to report that there will be a staff retreat in August, and Student Services will be looking at Student Services Student Learning Outcomes, the Quality Focus Essay, and the First Year Experience. Ms. McCarthy explained a new process beginning this semester where Financial Aid Department staff members will be reviewing rosters of athletes looking at those students who have or have not filed their 2017-2018 Free Application for Federal Student Aid (FAFSA) and then working with the coaches to encourage them to complete the process. She also stated that the date has been set for the recruiting event known as Friday in the Fall which coincides with the FRC Challenge Rodeo on October 5th. She additionally reported that FRC will be sending a group of students and staff to Portola this Friday to have a community presence at the Summer Concerts in the Park series in Portola's city park.

7. Superintendent/President

Before highlighting a number of items from his written report, Kevin Trutna reported that a safety drill will be held on the next staff in-service day scheduled for October 17th, where FRC will join up with the Plumas County Sheriff's Department and the California Highway Patrol and run several scenario type safety drills including one on an active shooter situation. He reviewed the progress on the internship program listed in his report and noted that Jason Nery, who is participating as an Information Receptionist at the Mt. Hough Ranger District, is also the same student that the Board of Trustees met earlier in the year and is enrolled in the Bachelor's Degree

Program. Dr. Trutna reviewed some of findings from the Year End Student Survey (YESS) and he indicated that a small percentage of students expressed some dissatisfaction with Feather River College, and approximately 97% had positive comments to convey about the college. He stated that some of the main criticisms included parking and the size of the parking lots, stricter enforcement of traffic rules, and safety cameras. Dr. Trutna also commented that internet access was also listed as a criticism, but when you look at the reports, the internet bandwidth is often slowed down by students viewing movies and videos. Dr. Trutna noted that he included interpretive information on the California Community Colleges Athletic Association's (CCCAA) Gender Equity Review in his report for Board members to have and there was further discussion. He also passed on to the Board some positive information he'd received from Greg McCarthy, Athletic Advisor/Articulation Officer that Nick Goulet, Head Football Coach has his players already enrolled in classes and approximately 70 of them are in the residence halls.

There being no further business, the meeting was adjourned at 4:22 p.m.

KT/ch