

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President Ware called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 2:32: p.m. on Thursday, June 18, 2020, via a Zoom virtual platform.

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

Trustees absent: Student Trustee Wilson

2. Public Comment on Closed Session Items:

There was no public comment on Closed Session agenda items.

3. Adjourn to Closed Session:

President Ware adjourned the meeting to Closed Session at 2:32 p.m.

4. Reconvene to Open Session:

President Ware reconvened the meeting to Open Session at 3:00 p.m. She announced that the Board of Trustees had met in Closed Session and that no action had been taken.

5. Agenda:

The Regular and Consent Agendas for the June 18, 2020, meeting of the Feather River College Board of Trustees via Zoom were approved as presented, (McNett/Elliott).

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

6. Minutes:

The minutes from the May 18, 2020, meeting of the Feather River College Board of Trustees meeting via Zoom were approved as presented, (Saxton/McNett).

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

7. Items From the Public:

Julie Hochrein, Member of the Public, stated that she felt it was inappropriate for Trustee Trent Saxton to voice racist and fascist ideals while serving on the board of a publicly funded institution. She also stated that while seeing there is a code of conduct requiring trustees to adhere to the principles of the Constitution, Mr. Saxton has publicly stated, "We don't need any Antifa or Black Lives Matter (BLM) crap here in Loyalton or this county." She added that this was from social media on June 8, 2020. Ms. Hochrein

added that perhaps he would like to claim freedom of speech, but his language and actions can only cause intimidation to students and staff. She went on to say that he should resign if he wants to continue his cause of intolerance, and that she was sure this is not part of the mission at FRC. She commented that in case he is not aware Antifa means against fascism, something that the United States has fought wars against, so he is really saying that he is for fascism, which is against the principles of democracy. She also commented that he also posted All Lives Matter, which is just another phrase that people hide behind when they do not want to acknowledge that if all lives did matter in the U.S., there would not be so much violence, hatred, and indifference towards African Americans or people of color. Ms. Hochrein suggested a revision of the election ballot to include a yes or no vote, if only one candidate is running, so people feel like they have a say on who serves. She thanked the Board for its time, and indicated she would listen to the remainder of the meeting.

8. Administration of the Oath of Allegiance – Angelina Wilson, Student Trustee

Kevin Trutna, Superintendent/President administered the Oath of Allegiance to Angelina Wilson, Student Trustee Elect for the 2020-21 academic year. Ms. Wilson read into the record the Oath of Allegiance for the position of Student Trustee to the Feather River College Board of Trustees. Dr. Trutna stated that he has worked with Ms. Wilson before and he knows she is going to be a great resource as well as the voice for the students. He asked her what her reasons were for running for the student trustee vacancy, and Ms. Wilson responded that her experience as an embedded tutor for Dr. Lombardi's English classes provided her with an opportunity to help freshman students just learning to apply themselves and she helped them improve. She added that she felt that by joining the Board of Trustees she would will be able to help students and really communicate their needs to other Board members and ensure maximum success for students at FRC. Trustee Elliott welcomed Ms. Wilson to the Board, and he stated that he was looking forward to being acquainted with her in a more traditional meeting venue.

CONSENT AGENDA

*** A. Motion Items**

President Ware opened discussion on the Consent Agenda, and Trustee Sheehan asked Kevin Trutna for an explanation of the rationale for Consent Agenda Item #9A6, Approval of Project Authorization between Feather River College (Client) and JK Architecture Engineering (Architect) in the estimated amount of \$5,000.00 for Architect to provide a review of the permitting and/or exemption procedures related to a request from the Division of State Architecture (DSA) beginning May 2020. Dr. Trutna explained that the DSA has a few questions regarding Americans with Disabilities Act (ADA) accessibility and because FRC is not an expert in this, he has engaged JK Architecture to answer these questions. Trustee Sheehan asked what the nature of the questions were, and Dr. Trutna responded that he did not know all of the questions, only that they were related to ADA and close out. After further discussion of the genesis of the questions, 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 Project Authorization between Feather River College (Client) and JK Architecture Engineering (Architect) in the estimated amount of \$5,000.00 for Architect to provide

a review of the permitting and/or exemptions related to a request from the Division of State Architecture (DSA) beginning May 2020, 7) Approval of agreement between Feather River Community College District (District) and Plumas Charter School (Agency) to outline the duties and responsibilities of each party as they relate to Agency provision of laptops and associated IT support for the purposes of the District's Upward Bound summer educational programming serving Agency students effective June 12, 2020, through July 31, 2020, 8) Approval of agreement between Feather River Community College District (District) and Plumas Unified School District (PUSD) (AGENCY) to outline the duties and responsibilities of each party as they relate to Agency provision of laptops and associated IT support for the purposes of the District's Upward Bound summer educational programming serving Agency students effective June 12, 2020, through July 31, 2020, 9) Approval of Memorandum of Understanding between Feather River Community College District (DISTRICT) and Lost Sierra Food Project (Partner) that outlines the authority, purpose, scope, and contributions of each partner as it relates to the Ecological Farming Certificate, effective June 1, 2020, through June 30, 2021, 10) Approval of Memorandum of Understanding (MOU) between Feather River College and Ramona Munsell & Associates Consulting, Inc., (RMA) to develop a successful TRiO application for Feather River College under Title IV Educational Talent Search (ETS) Program. RMA will provide consultation and writing services in developing the ETS application and assuming the grant application in successful, it is agreed that the Feather River College will pay RMA a fee equal to five percent (5%) of the funds awarded, and 11) Approval of Instructional Service Agreement (ISA) between Feather River Community College District (DISTRICT) and Chester Community Chorus (AGENCY) for AGENCY to provide instructional and other services for music education programs as described in ISA effective July 1, 2020, through June 30, 2020, were approved as presented, (McNett/Elliott).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

10. REGULAR AGENDA

***A. Motion Items**

- 1) Kevin Trutna requested Approval of Feather River College 2020-2021 Tentative Budget. Prior to Jim Scoubes, Vice-President Business Services/CFO, providing details on the request, Dr. Trutna pointed out that when the legislature took action on its budget, the Community College League of California (CCL), and the Chancellor's Office both said that there has been limited discussion at the state level, and it keeps being referred to as a placeholder budget.

Trustee McNett requested that President Ware ask for a motion and a second on requests for approval of action items prior to discussion being allowed and she agreed, (McNett/Elliott)

Trustee Saxton voiced his approval of the decision not to open the fitness center when there is not a full state budget. He also asked if funding for the mental health counselor was included in the Tentative Budget, and Dr. Trutna asked Carlie McCarthy, Vice-President Student Services/CSSO for further information on the question. Ms. McCarthy reported that the goal is to fund the mental health center minimally with a small operating budget using a portion of Student Equity and Achievement (SEA) funding and a portion of the Coronavirus Aid, Relief, and Economic Security (CARES) funding. She explained that she would go over this in more detail during her section of the upcoming report on FRC's response to COVID-19.

Jim Scoubes referred attendees to page 29 of the Tentative Budget booklet, which he explained reflected a summary of what he had done to develop the 2020-21 Tentative Budget after looking at the previous four years of spending. He stated that he focused on the Unrestricted General Fund Budget because it is the operating budget for the District. He further explained that instead of trying to put together an annual budget and then trying to control everyone's spending, he decided to propose to Dr. Trutna that he take the actual expenditures for the first four months of the current year and mirror that over into the Tentative Budget for the 2020-21 year. Mr. Scoubes stated that he then took the revenues and reduced that amount by what he thought the state would reduce its budget by and balanced the Tentative Budget. Mr. Scoubes emphasized that he has been adamant about the push to reduce expenses and save money during the COVID-19 disruption because he feels the District owes it to the students and everyone else that supports these students to do so. President Ware asked if there was any further discussion on the Tentative Budget, and hearing none called for the question. The request for Approval of the 2020-21 Tentative Budget was approved as presented, (McNett/Elliott)

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

B. Roll Call Items

- 1) Kevin Trutna requested Approval of Resolution #20/21-01, Approval of Agreement #CCTR-0170 between Feather River Community College District and the California Department of Education for the Purpose of Providing a General Child Care and Development Program effective July 1, 2020, through June 30, 2021. There being no objection or further discussion, the request for Approval of Resolution #20/21-01, Approval of Agreement #CCTR-0170 between Feather River Community College District and the California Department of Education for the Purpose of Providing a General Child Care and Development Program effective July 1, 2020, through June 31, 2021, was approved as presented.

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

- 2) Kevin Trutna requested Approval of Resolution #20/21-02, Approval of Agreement #CSPP-0372 between Feather River Community College District and the California Department of Education for the Purpose of Providing a California State Preschool Program effective July 1, 2020, through June 30, 2021. There being no objection or further discussion, the request for Approval of Agreement General Child Care and Development Program effective July 1, 2020, through June 30, 2021. There being no objection or further discussion, the request for Approval of Resolution #20/21-01, Approval of Agreement #CCTR-0170 between Feather River Community College District and the California Department of Education for the Purpose of Providing a General Child Care and Development Program effective July 1, 2020, through June 30, 2021, was approved as presented.

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

C. Special Items/Reports

- 1) Jim Scoubes presented the District's Monthly Financial Report as of May 31, 2020. He stated that this month's report includes only the Unrestricted General Fund on page four, which shows \$15,826,344 in revenue and does not include apportionment funding for the month of May. He also reported that expenditures totaled \$13,930,476.

- 2) **College Update - FRC Response to COVID-19 Disruption Instruction**

Derek Lerch, Vice-President of Instruction/CIO, shared his screen of PowerPoint slides and reminded the Board of Trustees what steps the Office of Instruction has taken since the COVID-19 disruption started in March. He reported that grades have closed on the spring 2020 semester and the instructional division has been working on plans where there is the greatest likelihood that face-to-face instruction happens this fall. He added that he is testing this with face-to-face summer anatomy and physiology classes that started, or will start soon, and the nursing cohort working at Plumas District Hospital as examples. He stated that these groups had to create guideline protocols for hygiene and social distancing that were shared with the Plumas County Health Department.

Dr. Lerch stated that it is important to maintain focus on academic student services and this includes the tutoring center and library. He explained

that the tutoring center is closed during the month of June but both services moved to serve students online in March, and he has plans to restore them both with at least limited face-to-face interaction with distancing measures on August 24, 2020. He emphasized that it will be critical that students who are learning in these hybrid environments have access to technology, hardware, and strong internet in order to complete their classes. Trustee Saxton asked if students in the summer classes are being tested (for COVID-19), and Dr. Lerch responded no, but they are practicing screening protocols for symptoms.

Derek Lerch moved to the next slide and reported grades for the spring 2020 semester indicate there was significant attrition due to Excused Withdrawal (EW) grades. Kevin Trutna pointed out that the EW grade is a statewide effort, and not a local decision. Dr. Lerch provided explanation of the success rate for mathematics and English classes with and without EW's. Dr. Lerch also explained the different tracking mechanisms that FRC uses to see where students go after transferring and whether or not they find employment in their fields.

Derek Lerch then reported on the activities related to trying to build a response to all of the questions that he has been receiving related to what the fall semester is going to look like. He added that his office has been informing as many people as it can that the goal and the plan is for FRC to provide face-to-face instruction in all courses that it currently has face-to-face instruction scheduled for. He added that this is for a number of reasons, the greatest of which in his mind is FRC's commitment to student success. He stated that student's desire face-to-face instruction and experience greater success rates in this teaching mode. He explained that he is going through classrooms and setting classroom caps, which will be submitted to public health coupled with guidelines for respiratory etiquette and hygiene behaviors on campus. Dr. Lerch noted that Council on Instruction (COI) continues to meet bi-weekly through the summer to discuss and refine the approach to the fall semester and to communicate this to faculty so they can prepare for fall instruction.

Dr. Lerch closed his section of the report by reporting that Kim Beaton, Assistant Dean of Instruction, is organizing and holding weekly meetings to provide focused training. He also stated that Dr. Beaton has also been charged with making sure that every course is linked to Canvas, Feather River College's (FRCs) learning management system, and that faculty unfamiliar with Canvas will require a greater need for training.

Student Services

Carlie McCarthy reported that FRC held a virtual 30th Commencement celebration and that the video is still available on the website, and diplomas and honor cords have been mailed. She shared information from Gretchen Baumgartner, Director of Admissions and Records/Registrar, that out of all the students that petitioned to graduate only 15 students did not earn their degrees. With regard to housing, Ms. McCarthy reported that move-out appointments were staggered and scheduled with social-

distancing guidelines in place, and those students that kept their appointments received \$200.00 in CARES funding for the inconvenience of having to return to the area.

Carlie McCarthy also reported that staff in Student Services are keeping students informed by producing a bi-weekly email update that is posted to social media and the website, and which contains an area for COVID-19 updates and information. She updated the Board on the Upward Bound Summer Program directed by Audrey Peters and she explained that it has been converted to an online program due to COVID-19, and the MOUs with Plumas Charter School and Plumas Unified School District were included in this month's Consent Agenda.

Ms. McCarthy informed the Board that she has convened a Return Student to Campus task force with representation from housing, athletics, agriculture, and orientation programs and they meet to discuss different scenarios on returning students to campus. Regarding testing for COVID-19, Ms. McCarthy stated that she has learned that testing students through Plumas District Hospital (PDH) is possible, and she has had discussions with Merle Trueblood, Director of Athletic Operations, and Events, about reviewing the current health agreement for physicals and other health services for athletes.

Carlie McCarthy updated the Board of Trustees on the Mental Health and Wellness Center by stating that the center opened in 2017 fully funded by a grant from Plumas County Behavioral Health. She reported that funding decreased in 2018, and again in 2019, and the College needed to begin using Student Equity and Achievement (SEA) funding to keep the center running. She added that the goal is to reduce the stigma associated with seeking help and provide students with a resource on campus to support their mental health and well-being. She mentioned that over the last three years, the center has seen an increase in students accessing resources and she predicts a strong and greater need for the services in the months to come.

Ms. McCarthy reviewed the services offered at the Mental Health and Wellness Center including individual and couples therapy, consultations to staff and faculty, and referrals to other Plumas County agencies, and she reviewed some of the typical issues students might be facing. She additionally reported that the Mental Health and Wellness Counselor is a member of the Student Incident/Threat Assessment Team, and participates in the Plumas County Mental Health Awareness Work Group, and provides trainings in suicide awareness and prevention. She included information on the different aspects of student engagement involved, and the Wellness Center's response to the COVID-19 disruption.

Administration

Kevin Trutna moved to the administration section of the three-part report and stated that he coordinates planning with the Plumas County Joint Information Center (JIC), and that a decision from the California

Community Colleges Athletic Association (CCCAA) is still scheduled for July 17, 2020. Dr. Trutna reported that May payroll and purchasing occurred thanks to Business Services, ten-month employee contracts ended for the most part in May, the campus is still closed to the public, and he is working with public health directly on FRC's reopening plans.

Kevin Trutna moved to the next slide and updated the Board of Trustees on the current situation with CARES funding and FRC's portion. He stated that most of the \$299,577 that needed to go directly to students has been distributed and FRC's portion is being finalized this week. Dr. Trutna reviewed the list of recommendations and proposals for the use of the institutional portion of CARES funding that included the funding for the Wellness Center, dormitory shortages due to smaller capacity, campus reopening plans and needs, student testing and tracking, and contingency and backfill. He explained that he has asked legal counsel to weigh in on voluntary and mandatory testing for students and wearing face coverings, and Plumas District Hospital staff are having meetings with other hospitals on what would be the costs associated with this testing.

Along with moving to the next slide, Kevin Trutna explained that FRC's reopening plan is based on the State of California's phases to reopen, and includes college, staff, and student responsibilities, along with directions for cleaning protocols, messaging, and occupancy. Dr. Trutna shared FRC's first draft of the plan to reopen, and he emphasized that he did not expect the Board of Trustees to digest it all at the meeting. He provided an explanation of the columns beginning with the state phases located at the top of the plan, and mentioned that when it is finalized it would likely contain 30 plus pages. Trustee Sheehan asked about quarantining, and Dr. Trutna responded that three rooms have been set aside at the residence halls for this purpose. He added that in every conversation he has had with Andrew Woodruff, Director, Public Health Agency, tracking and tracing positive tests for COVID-19 will be its responsibility.

Kevin Trutna transitioned the discussion to Feather River Fitness and Recreation and the plan to reopen the facility. He stated that on June 12, 2020, fitness centers and health clubs were given state approval to reopen, and there is separate guidance for the reopening of pools. He noted that FRC's fitness center has not opened yet as safety protocols and social distancing guidelines are developed, and the plan to reopen the fitness center needs to be reviewed by public health. Dr. Trutna explained that legal counsel is reviewing a draft waiver of liability for use of the fitness center, and there have been discussions about a soft reopening to smaller numbers of patrons. Trustee Saxton asked if there is any way to limit the individuals that attend the fitness center, because he has a concern with people checking in from out of the area. Trustee Sheehan responded that limitations could be implemented, but he felt that any limitations should be done in direct consultation with the Foundation Board of Directors. He added that all of the activities that Dr. Trutna talked about that needed more work or have already been thought through, should be repeated for representatives of the Foundation. He noted that he does not

see them having a problem with temporarily restricting the facility to Plumas County members and students, and Trustee Elliott agreed.

D. Communications, Presentations, and Reports

1) **Board of Trustees**

Trustee McNett reported that he appreciates the level of cooperation between Plumas District Hospital and Feather River College regarding the nursing cohort. He also recommended that anyone that has time to tune in the weekly webinars scheduled by the Community College League to keep board members up to date about the COVID-19 virus and the uncertainty about the budget to do so.

Trustee Sheehan stated that since the death of George Floyd, Trustee Saxton has posted a variety of comments on social media. Trustee Sheehan also stated that he believes some of these comments are racially tinged and overly authoritarian. Trustee Sheehan additionally stated that he felt the remaining elected trustees on the board should disavow these statements and censure Trustee Saxton for these racially and socially divisive comments. He noted that he would bring up the motion to censure Trustee Saxton at the next meeting of the board.

President Ware reported that Seneca Hospital is interviewing for a new Chief Executive Officer (CEO), and she has been able to sit in on six of the sessions. She added that there are some strong candidates applying so she is hopeful.

2) **Associated Students**

No Report

3) **Academic Senate**

No Report

4) **Classified Senate**

No Report

5) **Instruction**

No Report

6) **Student Services**

No Report

7) **Superintendent/President**

Kevin Trutna shared information from his written report on FRC's Graduates by the Numbers. He stated that three FRC students earned 10 degrees and certificates, 57 students earned 1 degree or certificate, and 102 students earned two degrees and certificates. He also stated that out of the 40 Incarcerated Students Program (ISP) students that graduated, 21 students were members of FRC's chapter of Phi Theta Kappa Honor Society. Dr. Trutna added that 76 graduates participated in athletics during

their time at FRC and that the oldest graduate was 62 with the youngest being 18.

Kevin Trutna reported that FRC was awarded a Sierra Nevada Conservancy (SNC) grant for close to \$300,000 to thin 94 acres and under burn 20 acres of forest on campus. He explained that the Board of Trustees would see more coming forward on this four-year project, and it is a big win for the health of the forest.

Dr. Trutna additionally reported that former FRC volleyball player Mere (Mary) Nagase was named Statewide Player of the Year by the California Community College Sports Information Association (CCCSIA). He described her FRC journey, and he stated that it shows that students are coming to FRC because they know they can graduate and work with our programs. He reviewed additional articles from his written report that described the good work being accomplished by FRC students and staff.

There being no further business, the meeting was adjourned at 5:00 p.m.

KT/ch