

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

President Elliott called the regular meeting of the Feather River Community College District Board of Trustees to order at 3:17 p.m. on Thursday, April 21, 2011 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Shamberger, Sheehan, West, Student Trustee Oliphant

Trustees absent:

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

The regular and consent agendas for the April 21, 2011 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California, were approved as presented, (Sheehan/Schramel)) unanimous.

The minutes of the Regular Meeting held on March 17, 2011 were approved as presented, (West/.Shamberger) unanimous.

A. ITEMS FROM THE PUBLIC

None

B. CONSENT AGENDA

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations and Reductions, Ratification of Agreement between County of Plumas and Feather River Community College District to Provide Health Care Services for the 2010-2011 Academic Year, Ratification of Agreement between Plumas Rural Services, Plumas Transit Systems and Feather River College for Transportation Services for Feather River College Students, Ratification of Memorandum of Understanding between Plumas Rural Services and other Agencies to provide services related to domestic violence, sexual assault, dating violence and/or stalking, Ratification of Memorandum of Understanding between Feather River College and Feather River Resource Conservation District to promote targeted grazing as a method of controlling invasive and noxious weeds, and the Ratification of Settlement Agreement with Randy Hill Construction, Inc. were approved as presented, (Sheehan/Shamberger) unanimous.

C. REGULAR AGENDA

* 1. Motion Items

- a) Michael Bagley, Chief Instructional Officer, requested Approval of New and Revised Courses. He stated that the revisions primarily involved updates to existing courses including the inclusion of additional prerequisites and corequisites for the nursing program to improve retention. There being no objection or further discussion the request for Approval of New and Revised Courses was approved as presented, (West/Sheehan) unanimous.
- b) Ron Taylor, Superintendent/President, requested Approval of BP 2015, Student Member Privileges. Trustee West stated that she wished to further discuss the agenda item before moving forward on its approval and after a brief discussion, the request for Approval of BP 2015, Student Member Privileges, was tabled, (West/Sheehan) unanimous.
- c) Nick Boyd, Director of Facilities, requested Approval of Notice of Completions Learning Resource Center Construction Project. He stated that the request includes Notice of Completions for work performed by Digit Construction, Inc., Bid Division #1, Kodiak Union Roofing Services, Inc., Bid Division #6, Contract Flooring & Interior Services, Inc., Bid Division #9, and Clearwater Landscape Services, Bid Division #17. After further discussion and there being no objection, the request for Approval of Notice of Completions Learning Resource Center Construction Project was approved as presented, (Sheehan/Shamberger) unanimous.
- d) Jamie Cannon, Director of Human Resources, requested Approval of Faculty Equivalencies. She stated that it had previously been decided that all faculty equivalencies would come before the Board for approval and she requested that Tom Davis, Academic Senate President, elaborate further on the agenda item. Mr. Davis stated that J.D. Johnson, Head Football Coach, has been granted equivalency to teach Physical Education based on education and experience. He also reported that Joan Parkin, English Instructor, has been granted equivalency to teach French based on education and experience. After further discussion and there being no objection, the request for Approval of Faculty Equivalencies was approved as presented, (West/Shamberger) unanimous.
- e) Ron Taylor requested Approval of Recommendation for California Community College Trustee (CCCT) Board Election. He stated that the Board of Trustees may vote to fill eight three-year vacancies on the CCCT Board and that he had been asked to prepare a recommendation of nominees based primarily on their experience with issues facing small and rural community colleges. Dr. Taylor added that after taking this and other criteria into account, he would request approval of the listed individuals included in back-up documentation unless the Board had questions or concerns regarding the information. There being no objection or further discussion, the request for Approval of Recommendation for California

Community College Trustee (CCCT) Board Election was approved as presented, (Sheehan/Schramel) unanimous.

- f) Ron Taylor requested Approval of Change to Regular Board Meeting Schedule. He stated that Board policy dictates that any changes to regular Board meetings dates must be discussed in open session. He also stated that because it will be necessary to take action on some personnel items prior to May 15th, he would request that the date of the May 19, 2011 Board meeting be rescheduled for May 10, 2011. After further discussion and there being no objection, the request for Approval of Change to Regular Board Meeting Schedule was approved as presented, (Shamberger/West) unanimous.
- g) Ron Taylor requested Approval of Declaration of Fiscal Crisis. Dr. Taylor read from the back-up documentation regarding the need for the District to declare a fiscal crisis. After Dr. Taylor read the information into the record, Trustee Sheehan requested that the words, "generate additional revenue" in the second sentence be modified to read, "balance the budget" because the issue is not necessarily that there has been a failure of the Governor and legislature to agree on a plan to generate additional revenue, it really is more an issue that there has been a failure of the Governor and legislature to balance the budget. There being no objection or further discussion, the request for Approval of Declaration of Fiscal Crisis, was approved as amended, (Sheehan/West) unanimous.
- h) Ron Taylor requested Approval of Memorandum of Understanding (MOU) between Feather River College Foundation, Inc. and Feather River Community College District to Modify Loan Agreement. He stated that the MOU indicates that \$50,000 of the original loan would be changed to a grant changing the amount of the promissory note from \$350,000 to \$300,000. He also reported that the payment schedule would also be adjusted to reflect that the note would be installment payments of interest only for the first five years beginning with 2011. There being no objection or further discussion, the request for Approval of Memorandum of Understanding (MOU) between Feather River College Foundation, Inc. and Feather River Community College District to Modify Loan Agreement was approved as presented, (Sheehan/West) (Sheehan/Elliott abstaining).
- i) Ron Taylor requested Approval to Appoint Dr. Derek Lerch as Interim Dean of Instruction (Chief Instructional Officer). He reported that he had conducted an internal process soliciting interest from current faculty and managers for the role and had determined that Dr. Lerch is best positioned to take up the role of Interim Dean of Instruction for the coming academic year. Dr. Taylor stated that Dr. Lerch's resume was attached for the Board's review and he requested approval of the appointment. There being no objection or further discussion, the request for Approval to Appoint Dr. Derek Lerch as Interim Dean of Instruction (Chief Instructional Officer) was approved as presented, (West/Shamberger) unanimous.

*** 2. Roll Call Items**

a) Jim Scoubes, Chief Financial Officer, requested Approval of Resolution #10/11-09 – Approval to Participate in the Fiscal Year 2011-2012 TRAN (Tax and Revenue Anticipation Note) Program. After further discussion and there being no objection, the request for Approval of Resolution #10/11-09 – Approval to Participate in the Fiscal Year 2011-2012 TRAN (Tax and Revenue Anticipation Note) Program was approved as presented.

Ayes: Elliott, Schramel, Shamberger, Sheehan, West, Student
Trustee Oliphant

Noes: None

Absent:

Abstain: None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Quarterly Financial Status Report as of March 31, 2011. He noted that revenues totaled just under \$6.7 million dollars and expenditures totaled \$8,320,146 or 63% of the budget. Mr. Scoubes also reported that some of the revenue shortage is attributable to apportionment deferrals that will total approximately \$1,263,000 by the time the fiscal year ends. Mr. Scoubes also stated that he had contacted the Chancellor's Office to explain how apportionment deferrals affect the District, and that they informed him that for smaller districts they would be willing to free up apportionment funding earlier than they normally would for larger districts if a written letter of request was filed with their office.
- b) Ron Taylor presented Board Policy, 2310, Regular Meetings of the Board, BP 2315, Closed Sessions, and BP 2350, Speakers, for review by the Board of Trustees. He indicated that with reference to BP 2310, Regular Meetings of the Board, the intention to meet in Chester, Greenville, and Portola once per year has not been met and that this part of the policy might benefit from review. Trustee Sheehan stated that the policy also states that the Board will determine the feasibility to schedule such meetings and that they have never previously been asked to do so. He requested that the policy be amended to meet current practices. Dr. Taylor also addressed BP 2350, Speakers, and there was additional discussion regarding the information on Board agendas and public comment cards being modified to meet current policy.
- c) Ron Taylor introduced Eva Rocke, Sustainability Coordinator, who provided a report to the Board on the Feather River College Sustainability Management Plan. Ms. Rocke reported that over the past two years, she has worked with a diverse group of individuals who have contributed greatly to the plans, successes, and ambitions of the Sustainability Committee. She provided those present with a Power Point presentation and overview of the goals and objectives of sustainability as they relate to college curriculum and the various data that was researched, gathered,

and contributed in various ways to the development of a draft Sustainability Management Plan for Feather River College.

- d) Merle Trueblood, Director of Athletic Operations and Events, provided an update to the Board of Trustees on the Feather River Fitness Center. He distributed a handout of information on the facility that covered membership trends and analysis, income and expenditures, site improvements, community education, goals and objectives, and an increase in the costs of membership fees as a way to increase revenue.

4. Communications, Presentations, and Reports

a) Board of Trustees

Student Trustee Oliphant, on behalf of William Dennison, ASFRC President, reported that the main focus or project for students right now is the “Mayfest on Main” activities currently planned as a celebration for graduates, their families, and the entire community on May 27th. She reported that students have been busy securing live music, working with vendors, and speaking with local merchants to make sure everyone enjoys the day, visits the downtown community, and celebrates commencement activities.

Trustee Shamberger reported that the Chester Community Chorus will be presenting their spring concert May 20th through May 22, 2011 at the United Methodist Church on Main Street in Chester.

Trustee Sheehan extended an invitation to those present to attend the Feather River College presentation of, “The Wizard of Oz” showing at the Town Hall Theatre May 4th through May 8th.

Trustee Schramel reported that he had met Student Trustee Oliphant’s younger sister and enjoyed the discussion that the two shared.

b) Associated Students

No Report

c) Academic Senate

Tom Davis, Academic Senate President, reported that in accordance with the Academic Senate’s constitution, between the March and April Senate meetings nominations for officers for the coming year are entertained. He also reported that the outcome of these meetings resulted in a single nomination for Rick Stock, Outdoor Recreation Leadership Instructor, to become the new Academic Senate President, Don Williams, Head Soccer Coach, will be the Academic Senate Vice-President, and Terry Baumgartner, Head Baseball Coach, will take over as Treasurer. Mr. Davis also reported that the Academic Senate is engaged in working on what he considers one of its most important responsibilities, the equivalency policy. He provided those present with a brief background on equivalency and its requirements, and he stated that it is the goal of the Senate to have the policy completed by the end of the academic year.

d) Classified Senate

Connie Litz, Classified Senate President, reported that the Classified Senate's nominee for Outstanding Classified Employee of the Year, Dottie Arcangeli, Library Assistant., has been selected as one of the recipients for the prestigious award. Ms. Litz also reported that the Classified Senate recently approved AP 7153, Evaluation – Assessment of Managers by the Classified Senate and that the policy, for the first time, will provide the opportunity for all classified employees to evaluate managers. In closing comments, Ms. Litz stated that with regard to deliberations regarding next year's budget, the classified staff has asked her to remind the Board that if they are faced with decisions regarding staff reductions that they be as equitable as possible.

e) Instruction

Michael Bagley, Chief Instructional Officer, reported that the Carl Perkins Title IC (VTEA) grant funding third quarter report for vocational education has been completed and funding will be used for an observation room for the Childhood Development Center and other improvements to the Early Childhood Education Program. He also reported that the anatomy, physiology, nursing, and health and exercise studies instructors have been working closely on new teaching manipulatives and VTEA funding will replace instructional equipment in many of these programs. Dr. Bagley also reported that outdoor recreation leadership has also been able to update expedition equipment, climbing gear, telemark skis, and other search and rescue equipment and that VTEA funding contributed approximately \$60,000 this year towards the instructional budget. Dr. Bagley additionally reported that the Council on Instruction is busy on many issues including updating the Education Plan and addressing distance education and he also noted that the work on accreditation never stops. He updated the Board of Trustees on the progress of the Accreditation Work Group and responses to the self-study and praised the many employees for their contributions to the accreditation effort. In closing comments, Dr. Bagley reported that Malia Hard, MIS Specialist, has been working on FTES projections for the P2 report and that 1,660 FTES is the number that will be reported to the State. He also reported that on Wednesday, May 4, 2011 the Culinary Arts Program will be showcasing desserts at a gathering in Portola to honor Mr. Bob Schoensee and on May 21, 2011 at the Foxwood restaurant in Lake Almanor, there will be an auction and dinner at 5 p.m. with both events benefiting Osher Foundation scholarships.

f) Student Services

Lisa Kelly, Interim Associate Dean of Student Services, reported that Day in the Mountains, an opportunity to showcase the College for incoming students, will take place on May 2, 2011 and there will be a variety of events and activities for students to participate in as they register for classes. Dr. Kelly also reported that registration for the fall semester has begun and the students' use of technology has resulted in fewer lines in the admissions and advising offices. She also reported on other activities affecting student life including a sexual assault awareness presentation on April 28th, and an ASFRC sponsored dinner, and she added that Star Follies, a family and

community cabaret to raise funds for education will take place May 13th and May 14th. In closing comments, Dr. Kelly also reported that an additional fundraising event, The Harlem Ambassadors, will take place on May 10th and the evening event focuses on fun while sending a message of the importance of education.

President Elliott reported that Feather River College sponsored the local Community Supper on Wednesday, April 20, 2011 and he received information that 175 individuals were served dinner and that the job was well done.

g) Superintendent/President

Ron Taylor stated that there are many activities scheduled and going on right now on campus as the semester comes to an end. He reported that Dottie Arcangeli is expected to be honored for her Outstanding Classified Employee of the Year award in Sacramento on the same day of the rescheduled May 10, 2011 Board meeting. He added that those who travel with her to attend the ceremony may have sufficient time to be back for the Board meeting. He also reported that during the week of April 29th, the annual statewide trustees conference is scheduled in Monterey, California, and that if any Board members were interested in attending to please contact his office. Dr. Taylor asked that Board members check their calendars for the last two weeks in June to see if they are available to attend a Board retreat. He also reported that both baseball and softball teams are competing well on the field and in the classroom, and that along with students participating in the upcoming Star Follies event, several students participated in a recently conducted "waste audit" under Eva Rocke's leadership to determine the items that are typically discarded at the College and to take stock on ways to improve on what can be recycled.

Dr. Taylor additionally reported that the District was meeting with Plumas Sierra Rural Electric Cooperative concerning implementing the federal grant they had secured with the College's help, and that this could mean increased internet capacity for the College in late 2012 or 2013. He also stated that together with other partners the College is participating in a grant which will provide training in energy issues through the Sierra Leadership Institute and he additionally indicated he would soon be bringing information on redistricting to the Board, following up on the 2010 census.

Related to federal budget issues, Dr. Taylor stated that the greatest concern in current discussions is the level of funding for the PELL grant, as well as federal grant funding streams such as Perkins, TRIO, and Title III. Concerning the State budget, he indicated that all eyes are now turning to May 13 when the Governor is expected to release his "May revise".

There being no further business, the meeting was adjourned at 4:58 p.m.

RT/ch