

## **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 3:02 p.m. on Thursday, July 17, 2008 at Feather River College, Campus Library, 570 Golden Eagle Avenue, Quincy, CA.

*Trustees present:* Elliott, Burkey, Schramel, West, Student Trustee Sandlin

*Trustees absent:* Sheehan

The regular and consent agendas for the July 17, 2008 meeting at Feather River College, Campus Library, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Schramel/Sandlin) unanimous.

The minutes of the regular meeting held June 19, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Schramel) unanimous.

#### **A. ITEMS FROM THE PUBLIC**

Nick Boyd, Director of Facilities, stated that he wished to thank the Board of Trustees for their flexibility in allowing the USFS to establish their camp for fire suppression on the campus at Feather River College. He stated that USFS personnel have expressed their appreciation and gratitude for the hospitality extended to them during this event. Mr. Boyd added that he also wished to thank Merle Trueblood, Director of Athletic Operations and Events, who has been instrumental in rearranging athletic camps and clinics to accommodate fire camp endeavors, and Gina Rogers, Director of Educational Talent Search/Trio, who has also worked with the Facilities Department to rearrange her Upward Bound classroom assignments to accommodate USFS facility requests. Trustee Schramel stated that in speaking with USFS sources, he has learned that personnel involved with fighting these fires are appreciative of having the facilities of the Feather River College campus to organize their fire suppression efforts.

#### **B. CONSENT AGENDA**

Personnel Actions, Payroll and Commercial Warrants, Budget Transfers and Budget Augmentations and Reductions were approved as presented, (Burkey/Schramel) unanimous.

#### **C. REGULAR AGENDA**

## \* 1. Motion Items

a) Nick Boyd requested Approval of David H. Stegen as DSA Inspector for the Library Technology Building Construction Project. He stated that Mr. Stegen was selected from a pool of five applicants, and that he has extensive experience in design, production, and technical review of construction projects for California schools. Trustee Elliott requested information on the results of reference checks conducted on Mr. Stegen, and Mr. Boyd replied that he had contacted two references within the Department of State Architecture, and that both individuals have indicated Mr. Stegen is well qualified for such a project. He also stated that Mr. Stegen's most recent experience includes work on a similar construction design project for the Los Rios Community College in Sacramento. There being no objection or further discussion, the request to Approve David H. Stegen as DSA Inspector for the Library Technology Building Construction Project was approved as presented, (Burkey/Schramel) unanimous.

b) Cameron Abbott, Director of Human Resources, requested Approval of New and Revised Board Policies. He stated that there were several Board Policies to be discussed and that he would address them individually. Mr. Abbott stated that BP 6330, Purchasing, is a revised Board Policy that delegates authority for the purchase of supplies, materials, equipment, and services for the operation of the District. Mr. Abbott also explained that BP 4105, Distance Education, is a revised Board Policy that has been reviewed and approved by Academic Policies, Curriculum, Academic Senate, and Cabinet committees. Michael Bagley, Chief Instructional Officer, commented that the committee work involved with developing BP 4105, Distance Education, has been comprehensive and complies with guidelines set forth by the Chancellor's Office and Title 5. Mr. Abbott additionally stated that BP 7230, Classified Employees, BP 7240 Confidential Employees, BP 7250 Educational Administrators, and BP 7260, Classified Supervisors and Managers, are all revised Board Policies developed through the Human Resources Office that provide basic guidelines on employment classes. He further stated that each policy follows Education Code and provides a basic description of what type of person would fall into each category. Trustee Elliott requested that the dates of previous Board Policy approvals be noted with other references at the bottom of revised policies submitted for Board approval. After further discussion, and there being no objection, BP 6330, Purchasing, BP 4105 Distance Education, BP 7230 Classified Employees, BP 7240 Confidential Employees, BP 7250 Educational Administrators, and BP 7260 Classified Supervisors and Managers were approved as presented, (Burkey/Schramel) unanimous.

c) Dennis Bailey-Fougner, Chief Student Services Officer, requested Approval to Hire Gina Rogers as Director of Trio Educational Talent Search. Mr. Bailey-Fougner stated that Ms. Rogers has been the Interim Director for Educational Talent Search and Upward Bound for the past two years and that a resume of her qualifications was attached for Board review. He also stated that Ms. Rogers was unable to be present at the Board meeting due to a

previous commitment to the Upward Bound graduation ceremonies. There being no objection or further discussion, the request to Approve Gina Rogers as Director of Trio Educational Talent Search was approved as presented, (Schramel/Burkey) unanimous.

d) Dennis Bailey-Fougner requested Approval to Hire Barbara Cormack as Director of Financial Aid. Mr. Bailey-Fougner introduced Ms. Cormack who was present, and he stated that she comes to Feather River College from the Financial Aid Office at Oregon State University and that she has a Masters of Education Degree in College Student Services Administration from that institution. Ms. Cormack stated that she is excited to begin her employment with Feather River College, and that her first day begins Monday, July 21, 2008. There being no objection or further discussion, the request to Hire Barbara Cormack as Director of Financial Aid was approved as presented, (Schramel/Burkey) unanimous.

e) Merle Trueblood requested Approval of Full-Time Athletic Trainer Position. He stated that the job description for the position was attached for Board review and that it is currently being reviewed for salary placement by Carl Seymour, Compensation Consultant for HRC&M in Sacramento. Mr. Trueblood also stated that the number of athletes enrolled at the school has increased significantly and warrants the hiring of a full-time position. Mr. Trueblood also stated that the full-time position has been budgeted for in the recently approved tentative budget. Trustee Elliott requested information on whether or not the position had been through the approval process and committee oversight, and Mr. Trueblood replied that it had. Trustee Elliott also welcomed Dr. Ron Taylor, Superintendent/President, to his first Board meeting and stated that his comments on any item of the agenda are always welcome. Trustee West inquired whether or not the college anticipated a large response to the advertisement of this position, and Mr. Trueblood stated that the position will be advertised nationally and that he anticipates a large pool of qualified candidates will apply. After further discussion, and there being no objection, the request for Approval of Full-Time Athletic Trainer Position was approved as presented, (Sandlin/West) unanimous.

f) Michael Bagley requested Approval of Full-Time Instructional Assistant Basic Skills Initiative. He stated that the position is grant funded and that the State of California is contributing funds based on the Basic Skills Initiative, one of the largest educational initiatives approved in the last several years. He explained that through this initiative the State acknowledges that many students are underprepared in basic skills and that a system of best practices and improved curriculum is needed to meet the needs of students who struggle. He also stated that the position will, as part of the Strategic Plan, improve access to instructional support for students. After further discussion, and there being no objection, the request for Approval of Full-Time Instructional Assistant Basic Skills Initiative was approved as presented, (Sandlin/West) unanimous.

g) Michael Bagley requested Approval of Grant Funded Positions, SB 70. Dr. Bagley introduced, and publicly acknowledged, community member and advocate of career technical education, Mr. Paul Mrowczynski from the Plumas County Office of Education. He stated that Mr. Mrowczynski, who has been instrumental in establishing relationships between the college and the high school in the area of career technical education, contacted him regarding the possibility of available funding from the State of California through Governor Schwarzenegger's Career Technical Education Initiative, SB 70. Dr. Bagley stated that the three temporary part-time positions related to this initiative are Career Exploration Specialist, Community College and Teacher Externship Specialist and a Project Director to oversee the grant, and he requested approval pending receipt of grant funds. Paul Mrowczynski gave those present a brief overview of the SB 70 grant that included the amount of funding available, how the distribution of funding would take place, the length of the grant, and how collaborating with other small colleges such as Lassen Community College would increase the probability of receiving an award. He also explained that the grant focuses on community collaboration, teacher training, and curriculum development. After further discussion, and there being no objection, the request for Approval of Grant Funded Positions, SB 70 was approved as presented, (Burkey/West) unanimous.

## **\* 2. Roll Call Items**

- a) Dennis Bailey-Fougner requested Approval of Resolution of 08/09-01 Approval of Contract Agreement with the California Department of Education for the Purpose of Providing Child Care and Development Services. He stated that the California Department of Education requires that the Board of Trustees of colleges providing child care and development services provide by resolution an authorization to the person or persons authorized to sign contract documents for each fiscal year. There being no objection, Resolution 08/09-01 was approved as presented.

Ayes: Burkey, Elliott, Schramel, West, Student Trustee  
Sandlin

Noes: None

Absent: Sheehan

Abstain: None

## **3. Special Items/Reports**

- a) Jim Scoubes, Chief Financial Officer presented the District's Quarterly Financial Report as of June 30, 2008. He stated that the report does not reflect all expenditures, only those reported as of the date the report was printed. Mr. Scoubes also stated that when reviewing the Unrestricted General Fund Summary the District has received \$11,226,677 or 91% percent of the amount budgeted, and that total expenditures amount to \$11,394,568 or 89% of the amount budgeted.

Trustee Elliott requested clarification on the approximate six percent increase in expenditures, and Mr. Scoubes stated that most of increase could be attributed to the COLA given in the 2006-07 fiscal year. Mr. Scoubes also stated that when reviewing the Restricted General Fund Summary the District has spent \$3,161,706 or 73% of what was budgeted to date. He additionally reviewed the Child Development Fund, Capital Outlay, Retiree Benefits Fund and Student Financial Aid Fund Summaries and he stated they remain within approved limits established by the Board.

- b) Jim Scoubes provided the Board and others present with an update on the Good Neighbor Policy and what affects exceeding 1,500 FTES would have on the State apportionment revenues that the college receives. He reviewed Education Code Section 76140, Paragraph I which states that any district that has fewer than 1,500 FTES and whose boundary is within 10 miles of another state that has a reciprocity agreement with California governing student attendance and fees may exempt students from that state from the mandatory fee requirement for non-resident tuition. He also stated that Section 76140, Paragraph J, states that any district that has more than 1,500, but less than 3,001 FTES, and whose boundary is within 10 miles of another state that has a reciprocity agreement with California governing student attendance and fees, may in any one fiscal year, exempt up to 100 FTES from that state from the mandatory fee requirement described for non-resident students. Mr. Scoubes stated that for the fiscal year 2007-08 Feather River College had Good Neighbor Policy student enrollment totaling 243 FTES. He additionally stated, for example, that if the college was exceeding 1,500 FTES it would only receive funding for 100 of those FTES, amounting to a loss in apportionment funding of \$652,795. Dr. Taylor stated that he felt that it is important to not only consider the fiscal implications of exceeding 1,500 FTES, but to also consider the policy implications of being obligated to charge the full non-resident tuition to those students whose FTES Good Neighbor Policy enrollment exceeds 100, as their fees would increase from \$42.00 per credit unit to \$183.00 per credit unit. Dr. Taylor also stated that the college submitted their enrollment report on July 15, 2008 at 1,526, and if this calculation is correct the District has just exceeded the 1,500 FTES for the 2007-08 year. He also indicated that he has asked staff to complete a very thorough line-by-line check of the numbers by September 15, 2008 to verify that the number is correct, and that if it is not correct a report will be submitted by October 15, 2008 that corrects the original number submitted. Dr. Taylor stated that his plan is to bring back to the Board, and to the College, a strategy for the 2008-09 and 2009-10 years for the enrollment management of this issue as well as strategies regarding the admissions and recruitment policies that affect these students. There was further discussion regarding penalties for exceeding 1,500 FTES, and Mr. Scoubes stated that in conversations with the

Chancellor's Office they have notified him that there will be no penalty to offset the under-calculation for the year it occurred.

- c) Dennis Bailey-Fougner reminded the Board that Feather River College was awarded a grant from the California Community Colleges Chancellor's Office for the purpose of obtaining an environmental scan to aid the college with strategic planning in the areas of enrollment management, program planning and community development needs. He introduced Henry Madrid, of Madrid Consulting Group who was the consultant that Feather River College employed to complete the scan. Mr. Madrid provided a brief PowerPoint presentation of the results of the environmental scan completed for Feather River College.

#### **4. Communications, Presentations, and Reports**

##### **a) Trustee Reports**

Student Trustee Sandlin stated that this would be her last Board meeting as Student Trustee. She reported that she had enjoyed her time on the Board, and that she is looking forward to attending the University of California at Davis this fall.

Trustee Elliott stated that he and Trustee West would both be unavailable for the September 18, 2008 Board meeting, and he recommended that the meeting be rescheduled for the following Thursday, September 25, 2008. Dr. Taylor requested that Trustee Sheehan be contacted regarding his availability on that date. Trustee Elliott also formally appointed Dr. Ron Taylor as Secretary to the Board of Trustees.

##### **b) Associated Students**

No Report

##### **c) Academic Senate**

Michael Bagley, in the absence of Chris Connell, Academic Senate President, reported that the search for the full-time Rodeo faculty position is in its final stages, and that a candidate would be announced at the August meeting of the Board of Trustees.

##### **d) Classified Senate**

No Report

##### **e) Instruction**

Michael Bagley reported that major curriculum items are still in review and that he has received information that the new General Studies and Liberal Studies degrees are on track for approval. He also stated that an important non-credit course, Wellness and Body Movement, is additionally moving forward in the approval process

##### **f) Student Services**

Dennis Bailey-Fougner reported that the search for the Director of Upward Bound is currently active and that a candidate would likely be announced at the August meeting of the Board. Mr. Bailey-Fougner also stated that the college is currently experiencing a housing crisis for students enrolling for the fall semester, and he encouraged all leads for additional rentals be forwarded to him or his Administrative Assistant, Connie Litz, in Student Services.

**g) Superintendent/President**

Ron Taylor, Superintendent/President stated that he has been welcomed to campus by faculty and staff, and that many individuals have taken the time to speak with him and show him the campus, and that this has assisted him in understanding its operation. He also stated that he will be studying and learning more about the college in the months and years to come, and that this will remain his approach as he settles in with his responsibilities. Dr. Taylor discussed the immediate issues he has been addressing as air quality, the status of facility needs for the USFS fire camp, Banner implementation, the Good Neighbor Policy, and the student housing crisis. He also expressed his appreciation for the information contained in the environmental scan and he added that the full report will be a valuable tool that will assist Feather River College in a variety of important ways. Dr. Taylor added that Institutional Day is scheduled for August 12, 2008, and that he will be forecasting his expectations and tentative plans for the institution at that time.

There being no further business, the meeting was adjourned at 4:55 p.m.

RT/ch