

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 3:04 p.m. on Thursday, August 18, 2011 at Feather River College, Learning Resource Center Building Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Shamberger, Student Trustee Burfeind
Trustees absent: Sheehan

The regular and consent agendas for the August 18, 2011 meeting at Feather River College, Learning Resource Center Building Room #105, 570 Golden Eagle Avenue, Quincy, California, were approved as presented, (Shamberger/Schramel) unanimous.

The minutes of the Regular Meeting held on July 21, 2011 at Feather River College, Learning Resource Center Building room #105, 570 Golden Eagle Avenue, Quincy, California 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, and Faculty Equivalencies were approved as presented, (Schramel/Shamberger) unanimous.

C. REGULAR AGENDA

*** 1. Motion Items**

a) Jamie Cannon, Director of Human Resources/EEO, requested Approval of Agreement between Feather River Community College District and the California School Employees Association (CSEA) Local #712 effective July 1, 2010 to June 30, 2013. After further discussion and there being no objection, the request for Approval of Agreement between Feather River Community College District and the California School Employees Association (CSEA) Local #712 effective July 1, 2010 to June 30, 2013 was approved as presented, (Shamberger/Schramel) unanimous.

*** 2. Roll Call Items**

None

3. Special Items/Reports

- a) Jim Scoubes, Chief Financial Officer, presented a review of the District's Unrestricted General Fund Summary as of June 30, 2011 and the District's Monthly Financial Report as of July 31, 2011. He reported that the District had utilized \$13,277,756 or 101% percent of approved budget as of June 30, 2011 and that some adjustments still need to be made based on audit suggestions, etc. Mr. Scoubes continued his report on the 2011-2012 Unrestricted General Fund Summary as of July 31, 2011 by stating that revenues totaled \$100,372 for the month due to July being a deferral month for the State of California and that true apportionment entitlement will not be realized until October. He also reported that expenditures for the period total \$711,295 or 6% of the tentative budget. Mr. Scoubes noted that when Board members approve the monthly Consent Agenda during Board meetings, this action triggers adjustments to the budget as a result of the approval of budget transfers and augmentations. President Elliott requested information on why there would be a need to transfer and augment budgets just one month into the new budget and Mr. Scoubes and Dr. Taylor replied that the majority of transfers right now are related to staffing transitions that often require different account codes. Mr. Scoubes additionally provided a review of the Learning Resource Center (LRC) Financial Progress Report as of July 31, 2011 noting that no LRC related expenses had been paid out during the month of July and that \$395,323 still remains to be reimbursed from the State on the project.
- b) Nick Boyd, Director of Facilities, provided a report to the Board of Trustees on the Facilities Department that included an introduction and brief description of employee responsibilities. He indicated that he was pleased to have the opportunity to convey to the Board the teamwork and dedication that go into the day to day operations of the institution. Mr. Boyd introduced Bonnie Smith, Senior Office Assistant II, maintenance engineering staff members, Jim Paige, Tony Warndorf, Brian Plocki, Jason Newman, and Tim Neff, custodial staff, Tom Westmoreland and Caleb Lief, groundskeepers Henry Martin and John Burns, and mechanic Richard Mohawk. President Elliott thanked Mr. Boyd for his report and he recognized Connie Litz, CSEA President, for her leadership role in familiarizing the Board with regular reports on the classified staff.
- c) Merle Trueblood, Director of Athletic Operations and Events, and Brian Murphy, Institutional Researcher, provided a Power Point presentation to the Board of Trustees on the Athletic Department, student athletes, and student athlete eligibility requirements. The presentation included slides and discussion on who student athletes are, eligibility requirements, headcount, workload, revenue, grade point average (GPA) by sport, GPA in core academic classes, and success beyond Feather River College. President Elliott thanked Mr. Trueblood for his report and noted that it provides the Board with a better understanding of what's occurring within the Athletic Department

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

4. Communications, Presentations, and Reports

a) Board of Trustees

Student Trustee Burfeind reported that ASFRC will be represented during New Student Orientation activities on Friday, August 19th and that recruitment for ASFRC officer vacancies is a goal. Trustee Shamberger noted that there have been several complimentary articles in the Chester Progressive newspaper over the past two weeks covering scholarship awards for volleyball athletes and Derek Lerch's appointment to the position of Dean of Instruction. Trustee West noted that she wished everyone well as the semester begins. Trustee Schramel jokingly explained his casual attire and then noted for the record that the reports presented at the meeting provide an appreciation of small colleges and the intimate knowledge they allow administrators to have with the people they work with and for.

b) Associated Students

No Report

c) Academic Senate

Rick Stock, Academic Senate President, reported that he was pleased to return for a one-year term as president of the Academic Senate and he added that faculty are busy with flex activities, professional development, accreditation, Student Learning Outcomes Assessment Cycle (SLOAC), and solidifying faculty representation on shared governance committees. Mr. Stock stated that in general he prefers not to speak for the faculty because there are many different opinions about most topics, but that generally after spending the week with his colleagues he senses an unusually high level of confidence, optimism, and esprit de corps among the faculty at this time.

d) Classified Senate

Connie Litz, reported that the Classified Senate had its first meeting of the academic year and that members plan to work on revising its constitution and bylaws so they are updated with current policies and procedures. She also reported that the Classified Senate recently received a "Model Senate" award from the California Community Colleges Statewide Classified Senate. She explained that this award recognizes that the Classified Senate at Feather River College is a formalized Senate and meets all the requirements set forth including bylaws, agreements with unions, shared governance representation, and building a more equal representation across the campus.

e) Instruction

Derek Lerch, Dean of Instruction/CIO, reported that he wanted to update the Board of Trustees on accreditation and he stated that Dr. Chris Connell has been working to revise the approximately 130 accreditation sub-standards with comments, recommendations, and suggestions submitted by campus constituents over the spring semester. Dr. Lerch also reported that the

document is now finished as a single 322 page document and will be available for review by the entire campus community and additional specific review by focus groups that will take place over the next six weeks. He additionally reported that at the end of September, the review phase of the accreditation self-evaluation will end and the last revisions will be incorporated into a final draft which will be mailed to Board members for review by Thanksgiving. Dr. Lerch also provided those present with a brief update on enrollment stating that it is now official that Feather River College has been granted a reprieve from the State in terms of the workload reduction that it was expecting to have to take and which would have related directly to serving fewer students. He elaborated further by stating that this exemption means enrollment targets and funding for the current year will be very close to last year's number of approximately 1,622 FTES. Dr. Lerch also reported that classes are full and that there are very few vacancies left in general education courses. In closing comments, Dr. Lerch noted that associate faculty are a very important part of instruction at the institution and teach a large number of the general student population and that he will be working closely with them and Mick Presnell, Associate Faculty Union President, to improve upon a number of areas addressed at the recently held associate faculty flex orientation meeting.

f) Student Services

Karen Pierson, Chief Student Services Officer, reported that it has been a whirlwind month and she is adjusting to the area and the changes that one encounters both personally and professionally when moving from Iowa to California. Dr. Pierson also reported that she recently participated in outreach services at the Plumas County Fair and new student orientation is scheduled for Friday, August 19th. She additionally reported that Student Orientation Activities for Retention (SOAR) begins Saturday, August 20th and continues through Friday, August 26th. She additionally reported that she worked with Lisa Kelly to produce advertisements and a brochure on community education classes, is working with members of Student Services to integrate a systemized manner of providing services utilizing Banner while developing some new policies, and she is making sure that faculty are aware that she is a resource for issues regarding student behavior, etc. Dr. Pierson also commented that she is looking towards developing a recruitment plan for next year, student evaluations on new student orientation activities, giving the Community Host Program new life, and scheduling a time to meet with the Foundation.

g) Superintendent/President

Ron Taylor stated that he is pleased with the new officers on the team, new Senate president, and that fact that the Classified Senate received a "Model Senate" award which is well deserved. He informed those present that on Saturday, August 20th there will be an unusual opportunity to meet the goats that are being utilized in partnership with the Feather River Resource Conservation District as a project to control the spread of noxious weeds. Dr. Taylor also followed up on Dr. Pierson's report on SOAR activities by asking staff to participate in the August 25th FRC Night on Main Street as local merchants and community members get acquainted with new and returning

FRC students. He also reported that in partnership with the Plumas Arts Commission and the leadership of Dr. Tom Heaney, History Instructor, the College will be organizing an art exhibition of words and art work to commemorate the ten year anniversary of the 9/11 disaster. In closing comments, he mentioned the changes in upcoming Board dates will be formalized with an action item on the September Board meeting agenda.

There being no further business, the meeting was adjourned at 4:13 p.m.

RT/ch