



**REPORT TO BOARD OF TRUSTEES**  
**SUPERINTENDENT/PRESIDENT – KEVIN TRUTNA, ED.D.**  
**JULY 18, 2013**

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**1. STUDENT AND EMPLOYEE ACHIEVEMENTS**

A lot of activity occurs on campus during the summer in the form of residential camps. I received the following letters that show the incredible talents of our staff throughout the entire college as our visitors were very impressed.

Dear President Trutna,

Frank Bloksberg and I were co-hosts for the 2013 Aiki Summer Retreat (June 23-29<sup>th</sup>) at Feather River College. Both of us want to express our deep appreciation for your staff and the exemplary job they did in making this event such a success. Chef Mike and his staff at Eagle Perch did an excellent job. He provided a variety of delicious meals that met everyone's needs, including vegans and vegetarians. His staff was very courteous, helpful and welcomed feedback. Our group consists of older adults who are particular about what they eat. Not only did we have excellent food choices, but also we enjoyed the intimacy of a small dining area with the option to dine outside with a magnificent view of the college campus and the surrounding mountains.

Sarah Ritchie played an invaluable role in making sure the room assignments were more than adequate. She was readily available when people needed to change rooms due to health reasons or people dropped in to train and needed a place to stay. Sarah was a wonderful resource about the campus and the residence halls. She is easy to work with and an excellent communicator. While several of the rooms are in serious need of a "make-over," Sarah and her team did everything we could expect to make everyone happy.

I believe a friend also wrote to you and mentioned the wildlife. It was a great special feature to our Retreat that we could share the campus with such a variety of animals.

We have heard very positive feedback about your facility. Some "old timers" say it is one of the best Retreats they have attended in many years. Your staff should be acknowledged because their friendly, outgoing nature helped make our Retreat experience a memorable one.

Sincerely,

Michael Friedl

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Dear President Trutna,

I am the Housing Director for the Housing and Community Services Agency (HACSA) of Lane County, Oregon -- the Public Housing Authority of record for Lane County. I am

also a long-time (36 years) practitioner of the Japanese martial art Aikido and serve as the dojo-cho (chief instructor) of Aikido of Eugene. I returned home this weekend, after spending a week on the campus of Feather River College, while taking part in the Aiki Summer Retreat 2013, which was held there.

I just wanted to take a moment to let you know how enjoyable my experience was at FRC and how proud you should be of the staff at FRC. To a person, every staff member I had the occasion to talk to was friendly, courteous, helpful, and upbeat. In particular Chef Mike and his staff at the Eagle's Perch did an outstanding job all week long. Mike made sure that we were all comfortable coming to him with any special needs. He and his staff put out a wide variety of fresh, excellently-prepared, and tasty meals every single day. The service they provided was outstanding. Since many of us "old-timers" are in our 50s and 60s, good food is always welcome -- especially when you're training in as many as 5 classes a day. Eating at the Eagle's Perch was something to look forward to several times a day.

Many of us also enjoyed the beautiful setting and the opportunity to view a variety of wildlife -- bear, deer, foxes, skunks, chipmunks, squirrels, bullfrogs, and a variety of birds. All in all, an excellent week!

I, personally, am hoping that this was only the first of what will turn out to be an annual event. Again, my heartfelt thanks to the FRC staff who went out of their way to make our stay a joyful one.

Take care.

Chuck Hauk

**Haley** White reports that she will be hosting her first annual women's basketball team camp on July 22-24. Teams from Fernley, Corning, Loyalton and Quincy will be participating.

FRC hosted the Section 2 Championship for 13-14 year old Little League playoffs this week.

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## 2. PREVIOUS MONTH'S ACTIVITIES REPRESENTING FRCCD

- a) June 20 – met with Downtown Merchants Association regarding FRC presence downtown
- b) June 24-July 3 – vacation in Montana with family
- c) July 8 – Rotary meeting
- d) July 11 – attended Quincy Chamber of Commerce Meeting
- e) July 11 – negotiation session with CSEA
- f) July 11 – met with Michele Piller, Executive Director of Plumas Rural Services and Roy Berlinghoff, Transit Coordinator for PRS, regarding student bus passes and partnerships for shared services
- g) July 15 – Rotary meeting
- h) July 17 – served at Community Supper with Rotary
- i) July 18 – attended Downtown Merchants Association Meeting

### 3. Darla DeRuiter Presentation at California Higher Education Sustainability Conference

From June 23 – 25 at UC Santa Barbara, Dr. Darla DeRuiter represented FRC and was part of a panel entitled “Art & Science of Policy and Planning.” The President’s Office sponsored the travel utilizing the training funds that were recommended from the latest Accreditation report because this activity supports our Sustainability goal. Darla sent in the following report:

1. The panel I was part of included representatives from UC Berkeley that spoke about their Energy Incentive Program, and our CC team that presented the Sustainability Plan Template. Fred Harris from the Chancellor’s Office, Matt Sullivan from Newcomb Anderson McCormick (and principal author of the template), Jose Nunez from San Mateo CCD, and Carina Anttila-Suarez from Skyline College were my fellow presenters.

I focused my remarks on our use of the Criteria Analysis Matrix (CAM) to prioritize our projects and programs from the Sustainability Management Plan. This generated significant interest from the audience and other panelists, and it was requested that I send the process we used.

2. Best Practices for Communicating Sustainability: I was interesting in this session in order to learn strategies to reach out to audiences who might not normally tune in to “green” messages. Big ideas I walked away with include:
  - a. Diversify your menu (some respond to food projects, others to fashion shows, etc.)
  - b. Choose your ambassadors wisely (means you’ll give up control, but if you’ve told your story well, you can trust others to get the message out)
  - c. Keep it positive, while being realistic about the gravity of the message
  - d. Keep it simple (e.g., 350.org has some great ideas such as We>Fossil Fuels)
  - e. Listen! 90% of us are stuck in the transmitting mode – need to switch to receiving mode.
  - f. Personal stories that feature people with strong personal networks (e.g., on Facebook) can get lots of readership and ripple effects.
  - g. Data can tell a story – need systematic data collection system, not anecdotal evidence
3. Don’t Trash Our Treasure: This was a panel of students who are doing amazing projects on their campuses to reduce waste.
  - a. UC San Diego started a “Thrifting Trunk Show” to battle holiday consumption and get students to tune in to thrift store shopping options. They partnered with several local thrift stores, who brought a couple racks of clothes (that the student coordinators had picked out ahead of time), did a student clothing drive 2 weeks before, and did a mini-fashion show, all at a free trendy venue. They had Digital Tech students do flier design, and used social media to get the word out. FRC students are not necessarily such fashion slaves, but they also don’t have at-home access to shopping, so this could be a cool thing.
  - b. Pomona College (1600 students, nearly all residential) does a Move-Out / Move-In “Clean sweep / ReCoop”. Big partnership with housekeeping, maintenance, Office of Campus Life, and Sustainability Office (which is student run).
    - i. Two large boxes in each dorm two weeks before move out. One for ‘soft’ stuff, one for ‘hard’ stuff smaller than microwaves - collect in rolling bins, then store in rented bins on campus (takes a week).
    - ii. Everything gets sold at beginning of fall semester. Promoted earlier to students so parents know not to buy...hangers! Great social opportunity and cheap.

- iii. 30 student workers at peak. \$11,000 – 13,000 gross. Container rental eats up much of profits. At freshman move-in 80% of inventory is sold; there is a second sale for returning students a week later.
    - iv. What doesn't get purchased goes to a women's shelter, Goodwill, e-waste, scrap metal recyclers.
  - c. Humboldt State has a storehouse, run by students, for reusable office / classroom supplies that is open for students, staff, faculty and community members to donate to and take from. "Donation Dash" – stations around campus and residence halls at move-out.
    - i. Collect 1-sided paper and make notebooks.
    - ii. Much of the time the storehouse is unstaffed and self-help for students and staff with sign-out sheets.
    - iii. This is much like what Tamara does for FRC faculty and staff, but could we expand it for students?
- 4. Challenges and Successes of Integrating Sustainability in Writing Courses: I was curious about what I might learn about using writing assignments more effectively in my classes or what I might be able to share with my colleagues at FRC.
  - a. *Post Carbon Reader* by Richard Heinberg and Daniel Lerch (Eds.) available on-line or in print looks like a good resource.
  - b. Annual writing contest with cash prizes. Green business plans. Project proposals – what needs fixing on campus? What could be improved? The Green Initiative Fund (TGIF) – student fee to fund programs and prizes.
    - i. Collaborative effort, incentive to win prize: this could be a capstone project
    - ii. A good course project is one that can get on a student's résumé
- 5. I also attended the opening reception and lunches where I did some networking, perused the exhibits (and brought back some information on a less expensive alternative to the Hydration Station called the EZH20), saw the keynote speaker, and went on a bird watching tour. It was a good conference; worth attending.

#### 4. FRC Accreditation Follow-up Report Accepted

The ACCJC reviewed and accepted the FRC Follow-up Report at its June meeting. Many thanks to those who participated, including the members of President's Cabinet, both Senates, Union leadership, and Derek Lerch. When I was hired as Interim Superintendent/President, one of the Board's goals was to submit a successful Accreditation Follow-up Report. I added the challenge of including as many faculty, staff, and administrators as possible so that the report was not solely Derek compiling information from his perspective. Not only did we develop processes and procedures to deal with the recommendations, we were also successful in creating a Follow-up Report that involved information and the viewpoints from many different stakeholders. Congratulations to everyone for their hard work.



**ACCREDITING  
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July 3, 2013

Dr. Kevin Trutna  
President  
Feather River College  
570 Golden Eagle Avenue  
Quincy, CA 95971

FEATHER RIVER COMMUNITY  
COLLEGE DISTRICT  
SUPERINTENDENT  
JUL 8 - 2013  
**RECEIVED**

Dear President Trutna:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 5-7, 2013, reviewed the Follow-Up Report submitted by Feather River College.

The Commission noted that the College reported it has revised its mission statement using a participatory approach that included representation from all constituencies and that it has developed a clear policy to guide future revisions of the mission statement. In addition, the College reported that it has established a regular and systematic process for evaluating program review, planning, and resource allocation processes and uses the results for continuous improvement; has improved communication of information on institutional quality and performance; developed appropriate course prerequisites to ensure the depth, rigor, and sequencing of its courses; improved the catalog and class schedule to ensure they contain accurate, current, and accessible information; produced a technology plan that addresses the evaluation team's concerns; and has provided training opportunities for the Board of Trustees and campus leaders.

Institutions are expected to meet Eligibility Requirements, Accreditation Standards, and Commission policies at all times during the six-year review cycle. In accordance with U.S. Department of Education regulations, institutions are expected to have fully resolved all deficiencies within two years of when they were first identified to the College, and to have addressed all recommendations. At the time of the next regularly scheduled visit, the evaluation team will examine evidence in order to confirm that the College's described changes and steps taken to achieve full compliance with Standards have been sustained.

The Follow-Up Report submitted in March 2013 will become part of the accreditation history of the College. The Commission requires that you give the Report and this letter appropriate dissemination to your College staff and to those who were signatories of your College Report. This group should include campus leadership and the Board of Trustees.

Dr. Kevin Trutna  
Feather River College  
July 3, 2013

The Commission also requires that the Follow-Up Report and this Commission action letter be made available to students and the public by placing a copy on the College website. *Please note that in response to public interest in disclosure, the Commission now requires institutions to post accreditation information on a page no farther than one click from the institution's home page.*

All colleges are required to file a **Midterm Report** in the third year after each comprehensive evaluation. Feather River College should submit the Midterm Report by **March 15, 2015**. A Midterm Report indicates resolution of any team recommendations made for improvement, includes a summary of progress on College-identified plans for improvement as expressed in the Self Evaluation Report, and forecasts where the College expects to be by the time of the next comprehensive evaluation.<sup>1</sup>

On behalf of the Commission, I wish to express continuing interest in the institution's educational quality and students' success. Professional self-regulation is the most effective means of assuring institutional integrity, effectiveness, and educational quality.

Sincerely,



Barbara A. Beno, Ph.D.  
President

BAB/tl

cc: Dr. Derek Lerch, Accreditation Liaison Officer  
President, Board of Trustees

<sup>1</sup> Institutions preparing and submitting Midterm Reports, Follow-Up Reports, and Special Reports to the Commission should review *Guidelines for the Preparation of Reports to the Commission*. It contains the background, requirements, and format for each type of report and presents sample cover pages and certification pages. It is available on the ACCJC website under College Reports to ACCJC at: (<http://www.accjc.org/college-reports-accjc>).