



REPORT TO BOARD OF TRUSTEES
SUPERINTENDENT/PRESIDENT - KEVIN TRUTNA, ED.D.
FEBRUARY 15, 2018

1. STUDENT AND EMPLOYEE ACHIEVEMENTS

Phi Theta Kappa sponsored a very successful and popular winter clothing drive to get free warm clothing to students. PTK Advisor **Anna Thompson** reports that employees were very generous in donating many winter clothing items and about 100 pieces of clothing were picked up by students in need. Much appreciation goes out to Quincy Thrift which kindly lent PTK a nice sturdy coat rack.

The Outdoor Recreation Leadership program received a \$24,660 grant from California State Parks & Recreation Division of Boating and Waterways. This money will be used for instructional equipment, student scholarships, and instructor training. **Saylor Flett** and **Rick Stock** have been successful in the past applying for this grant and they are grateful for the support it provides the ORL program.

Michelle Petroelje sends information that 50 students attended the latest *FRC Feast*, an event designed to address food insecurity by teaching economical cooking techniques and also to explore career opportunities. It is very popular to learn how to cook and learn about careers. Only about five students were at the previous *FRC Feast* in November, as this event reached a whole new group of students. The SSSP/Equity program sends its thanks to supporters **Cydney Piper** and **Mike Hatfield** for this event. **Stacey Svilich** did a great job of introducing the speakers and keeping the night running along. **Chef Sean Conry** and his crew prepared a lovely meal of enchiladas (chicken & cheese or sweet potato & spinach) with a salad.



Mike was the featured speaker and talked about various careers in psychology. He expanded the view students have about psychology and the range of careers that rely upon psychologists.



Student Learning
Outcomes

Institution-wide Outcomes - students will:

1. Communicate effectively
2. Demonstrate critical thinking skills
3. Locate, evaluate, and apply information.
4. Demonstrate a sense of personal and professional ethic
5. Develop a clear sense of self, purpose, and ability to achieve goals
6. Demonstrate relationship skills through interpersonal communication, compromise, teamwork and collaboration
7. Value their education, understand its privilege, and become responsible citizens

Program-level Outcomes

- developed by each program in conjunction with above outcomes

Course-level Outcomes -

developed by each program in relation to Institution-wide outcomes



January 23, 2018

Kevin Trutna
Superintendent/President
Feather River College
570 Golden Eagle Ave
Quincy CA 95971-6023

RECEIVED
JAN 29 2018
Feather River College
Office of the
Superintendent/President

Dear Superintendent/President Trutna:

It is my pleasure to inform you that the Men's Soccer team at Feather River College has been selected as a California Community College Athletic Association Scholar Team Recipients. This is a special award as it emphasizes academic achievement of all of the members of one specific team. This is an honor that should be the objective of all of our sports teams and one for which you should be extremely proud.


These team's accomplishment will be acknowledged at the Celebration of Student-Athletes Awards Luncheon at the CCCAA Convention on Wednesday, March 28, 2018 at the Hilton Concord, Concord, CA. The certificates will be mailed to your athletic director for each team member, coach and the college. The CCCAA CEO/President's signature will be included, but the remainder of the identified signers will need to be completed at the discretion of the institution. We will include a few blank copies of the certificates in case of any mistakes. And a plaque will be provided for the college.

The purpose of the Luncheon is to honor our California Community College student-athletes from many different perspectives, i.e. Scholar Athlete, Scholar Teams, and 3C4A students who have been successful while facing great obstacles.

Once again our sincere congratulations for the success of your institution and team in winning this prestigious award.

If you require additional information, please contact Rima Trotter at (916) 444-1600.

Sincerely,


Carlyle Carter
CCCAA President/CEO

cc: Merle Trueblood, Director of Athletics

2017 O Street • Sacramento, CA 95811 • Phone (916) 444-1600 • Fax (916) 444-2616 • Email: info@cccaasports.org • Website: www.cccaasports.org

Student Success Program Director **Michelle Petroelje** also writes that the spring semester started off with 30 students at the New Student Orientation and plenty of activities during Welcome Back Week for returning students. The Student Resource Fair was well attended with 150 students meeting with 20 campus organizations.

Student Equity was able to provide books and vouchers to 86 students. The program loaned 93 textbooks and provided 67 vouchers to qualifying students who then purchased over \$9,000 worth of textbooks at the FRC bookstore. Student Equity also collaborated with **Leaf Van Pelt**, Independent Living Program Coordinator at Environmental Alternatives to provide monthly Independent Living Skills workshops to FRC students and current or former foster youth. January's topic covered community and campus resources.

FRC had a strong presence at the Groundhog Fever Festival! Students and staff handed out information and samples of the Culinary student's chocolate chip cookies. FRC Student **Alec Leonardini** won the pie eating contest and was one of the top sellers in the bachelor auction. FRC Student **Ben Williams** won the Best Mustache competition. The FRC Beach Volleyball team also ran a table with games and cotton candy for the kids.



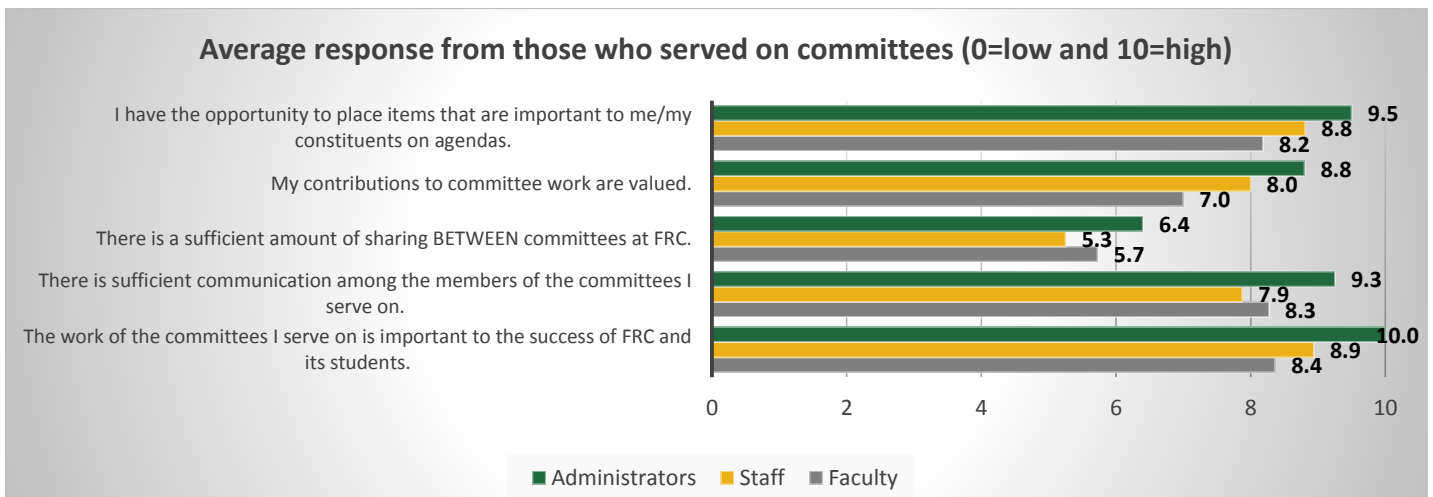
2. SUPERINTENDENT/PRESIDENT PREVIOUS MONTH'S ACTIVITIES REPRESENTING FRCCD

- January 22 – meeting with Lassen College President, **Dr. Marlon Hall**
 - January 23 – lunch meeting with Trustees **John Sheehan** and **Bill Elliott**
 - January 24 – attended men's and women's basketball games vs. College of Siskiyous
 - January 26-28 – Community College League of California Effective Trustee Workshop, Sacramento
 - January 28-29 – Community College League of California Legislative Conference, Sacramento
 - January 31 – lunch meeting with Trustee **Jim Meyers**, Blairsden
 - February 2 – accreditation pre-visit with site team chair, **Dr. Jose Fierro**
 - February 5 – Quincy Rotary meeting
 - February 7 – breakfast meeting with Trustee **Guy McNett**, Greenville
 - February 7 – attended men's and women's basketball game at Shasta College, Redding
 - February 8 – attended baseball game at Yuba College, Marysville
 - February 9 – breakfast meeting with Trustee **Dana Ware**, Plumas County Board of Supervisor **Sherri Thrall**, and Alliance for Workforce Development Director **Traci Holt**
 - February 10 – attended baseball game vs. Cabrillo College, Marysville
 - February 13 – breakfast meeting with Trustees **John Sheehan** and **Bill Elliott**
 - February 14 – meeting with Central Plumas Recreation & Park District Director, **James Shipp**
 - February 14 – attended men's and women's basketball games vs. Butte College
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3. SHARED-GOVERNANCE COMMUNICATION SURVEY RESULTS – PART 2

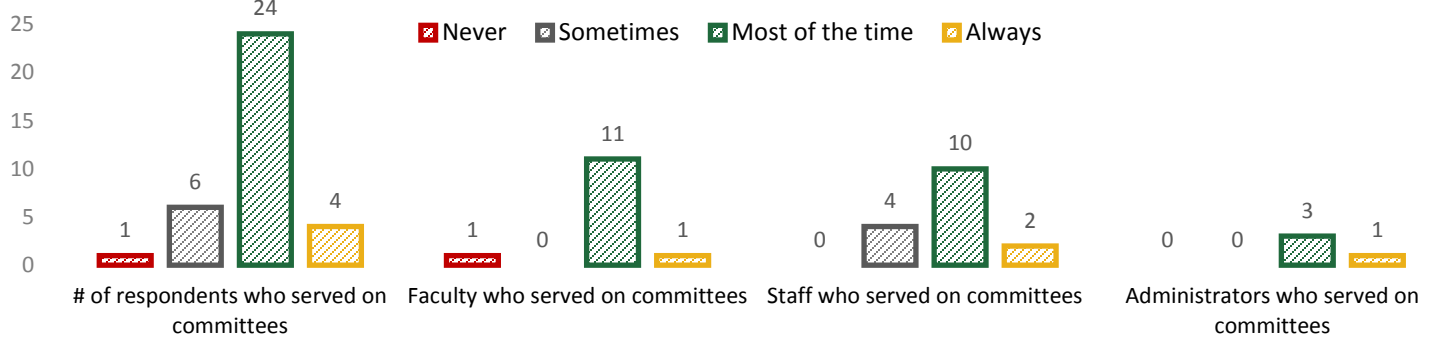
Below is the second part of the report from the Shared-Governance survey taken at Institution Day. These responses focus on the perceived effectiveness of providing input into the decision-making process. The results show a large percentage of people value their work on committees and feel that they are doing important work. Areas for improvement include orientation for new members and communication between committees.

An important takeaway from the results is that respondents are quite convinced of the importance of shared-governance committees: with scores ranging from 10 as a high for administrators to above 8 for faculty and staff separately (0 is the lowest score possible and 10 is the highest score). The lowest survey results were related to communication among/between governance groups, while the communication within each committee ranged from 7.7 to 8.3. In general, people are content with their opportunities to place issues on agendas (every group had an above-8 average), while their perception of how much their contributions are valued is still strong, hovering in the range between 7 to 8.

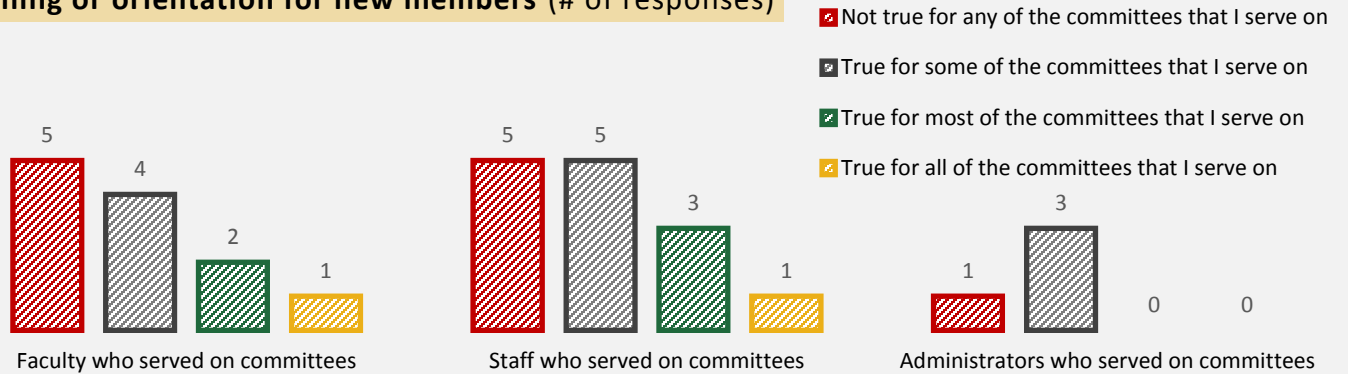


The next information refers to questions that probed the work within shared-governance committees. Only responses from those who served on committees were included. Respondents tended to say that they receive enough information for their committee work discussions. There is work to do for orientation for new members: about one-third of the respondents think that new committee members should receive more training. No one who served on a committee believed that committees lack appropriate goals and/or fail to make significant progress towards those goals.

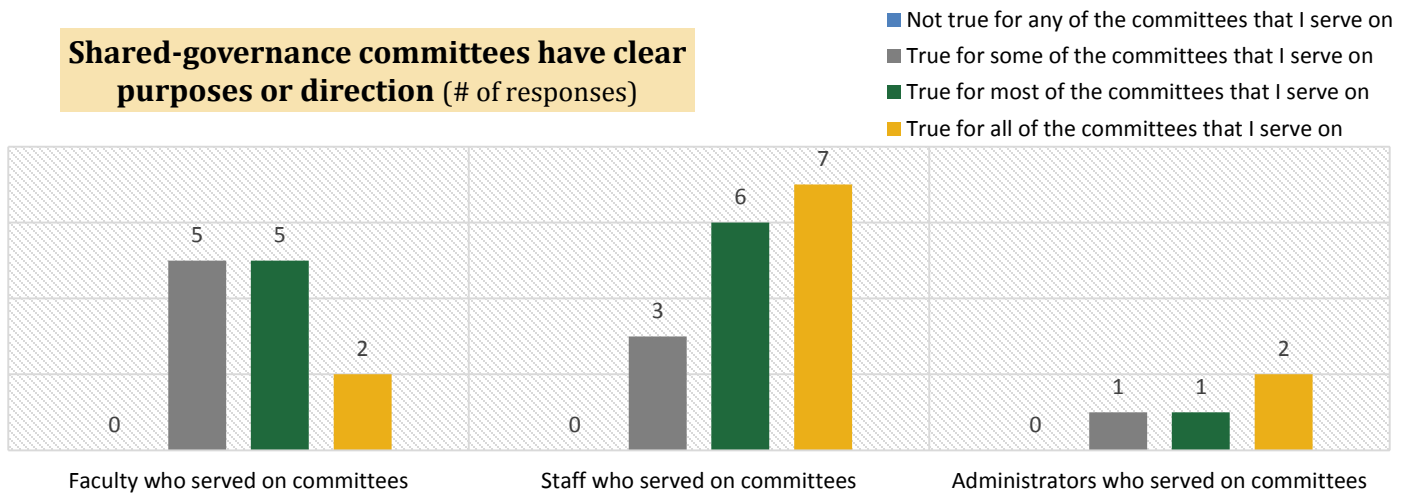
Do you feel that you are provided sufficient data and information regarding the discussions from shared-governance committees you serve on?



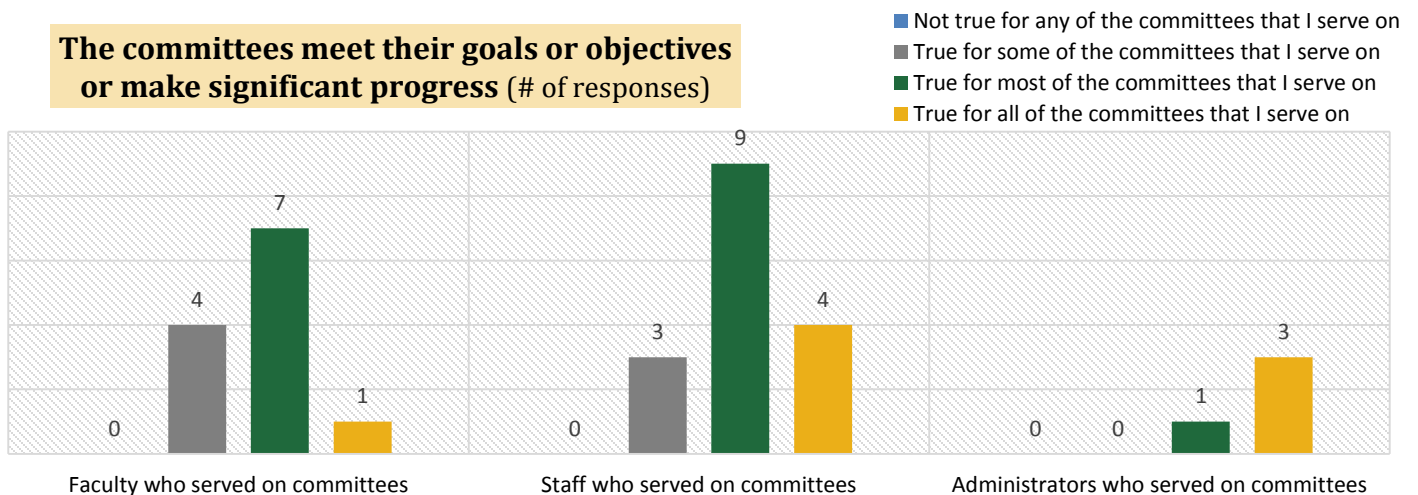
FRC shared-governance committees provide sufficient training or orientation for new members (# of responses)



Shared-governance committees have clear purposes or direction (# of responses)



The committees meet their goals or objectives or make significant progress (# of responses)



4. TRiO EDUCATIONAL TALENT SEARCH GRANT

In the wake of the 2008 Higher Education Opportunity Act (HEOA) being signed into law to amend the existing Higher Education Act, and changes within the US Department of Education, the following is the second in a three-part series of reports on the TRiO grants currently located at FRC serving the students at FRC and in K-12 school districts within Plumas, Lassen and Sierra counties. The third report next month will be from Upward Bound.

TRiO/Educational Talent Search (ETS) is a federally funded program working with grades 6-12, designed to identify and assist individuals from disadvantaged backgrounds/areas who have the potential to succeed in higher education. The program provides academic, career and financial counseling to its participants. They are encouraged to graduate from high school and continue on to, and complete their postsecondary education. The program publicizes the availability of financial aid and assists participants with the postsecondary application process. The goal of Talent Search is to increase the number of youth from disadvantaged backgrounds who complete high school then enroll in and complete their postsecondary education. Funding is based on a five year grant cycle.

Mandatory Services (Under the HEOA)	Allowable Services
Connections to academic tutoring	Academic advising and referral to personal counseling
Advice and assistance in secondary course selection	
Assistance preparing for college entrance exams and completing admission applications	Study skills workshops
Information on Federal student financial aid programs and resources for locating scholarships	Freshman Focus Camp - academic, personal development and career exploration program
FAFSA and other federal/state/local financial aid application completion assistance	Parental involvement activities
	Technology/science workshops
	Spanish workshops
Connections to education/counseling services to improve financial and economic literacy and planning	Mentoring and self-development
	Post-secondary exploration/college visits
	Career exploration and preparation

Participants:

When first joining the program, students must have completed the fifth grade and be attending a target school identified in the grant proposal. Two-thirds of the participants must be students who are from low-income families and potential first-generation college students. The remaining participants may be in one or neither of these two categories. The program is funded to serve a minimum of 500 students.

6th grade students in the following schools may apply to join ETS:

- Chester Elementary School
- Indian Valley Elementary School
- Quincy Elementary School
- C. Roy Carmichael Elementary School

7th -12th grade students in the following schools may apply to join ETS:

- Chester Jr/Sr High School
- Portola Jr/Sr High
- Greenville Jr/Sr High School
- Loyalton High School
- Westwood High School
- Quincy Jr/Sr High School

Five Mandatory Outcome Objectives for the ETS Program:

- **Secondary School Persistence:** 97% of non-senior participants served each project year will complete the current academic year and continue in school for the next academic year, at the next grade level.
- **Secondary School Graduation (regular secondary school diploma):** 85% of seniors served during the project year will graduate during the project year with a regular secondary school diploma within the standard number of years.
- **Secondary School Graduation (rigorous secondary school program of study):** 40% of seniors served during the project year will complete a rigorous secondary school program of study and will graduate during the project year with a regular secondary school diploma within the standard number of years.
- **Postsecondary Education Enrollment:** 68% of participants, who have graduated with a regular secondary school diploma, during the project year, will enroll in an institution of higher education (colleges, universities, trade/vocational schools) by the fall semester immediately following high school graduation or will have received notification, by the fall semester immediately following high school, from an institution of higher education, of acceptance but deferred enrollment until the next academic semester (e.g. spring semester).
- **Postsecondary Attainment:** 30% of participants served during the project year who enrolled in an institution of higher education by the fall semester immediately following high school graduation, or by the next academic semester (e.g. spring semester) as a result of acceptance but deferred enrollment, will complete a program of postsecondary education within six years. This may include certificate programs as well as AA or BA degrees.

Current Five Year Educational Talent Search Grant Cycle YEAR 1 - 2016-2017		
Funded to serve 500 participants - Actual served 576 participants		
Five Mandatory Objectives	Objective Goal	Actual Achieved
Secondary School Persistence	97%	100 %
Secondary School Graduation (regular diploma)	85%	100 %
Secondary School Graduation (rigorous program of study)	40%	60%
Postsecondary Education Enrollment	68%	91%
Postsecondary Attainment	30%	N/A until 2018 (30% target has been met to-date)

5. BOARD OBJECTIVES FOR SUPERINTENDENT/PRESIDENT – MID-YEAR UPDATE

Below is a summary of activities to date regarding the Board’s objectives for the current year.

- 1. Submit complete ACCJC self-evaluation report by December 2017 and prepare for site visit in March 2018.**

MID-YEAR UPDATE: The report has been submitted from campus-wide input. We are preparing for the March 12-15 visit.

2. Institutionalize First Year Experience program for incoming freshman - May 2018

MID-YEAR UPDATE: This has been a developing partnership between student services and instruction. Activities include:

- Summer Bridge, Week of Welcome, Resource Fair, and Mental Health/Wellness speakers.
- Establishing the College 100 class, which includes a significant section on career and academic planning and goal setting, as a CSU breadth class which will allow advisors to encourage a broader spectrum of new students to enroll in this class. This is aligned with the Guided Pathways efforts.
- Establishing English 101 as an important part of the FYE. The discussions within the English Department include the possible development of a student research symposium in support of the FYE and departmental efforts to establish a Writing Across the Curriculum project.

3. Open The Pines student housing in August 2017

MID-YEAR UPDATE: The student dormitory was opened in August. It is very popular with residents. External siding and landscaping stopped due to fall weather and will resume in the spring. Negotiations with the Foundation are occurring for some possible cost overrun recovery.

4. Utilize new Assistant Dean position to develop Distance Education goals and an online education plan which includes increasing online retention and growth FTES - June 2018

MID-YEAR UPDATE: The Assistant Dean started in September and has been working on updating and clarifying expectations and support materials for online courses in order to gain eligibility to participate in the online course exchange with the Online Education Initiative (OEI).

- Updating DE handbook with standards to be used for the development of online courses.
- Establishing DE Committee to establish online teaching and course review standards.
- Exploring implementation of online tutoring through Canvas.
- Implementation of Canvas-based instructional modules to ensure quality course areas.
- Developed student online readiness questionnaire.
- Developed agreement with OEI vendor to provide captioning for videos used in online courses.
- Researched proctoring services and/or alternatives.
- Developed DE plan that incorporates student, and faculty support options.
- Provided training on developing accessible courses.
- Developed a draft of a course design rubric with explanations, adhering to OEI Rubric.

5. Develop on-campus FTES enrollment growth plan – June 2018

MID-YEAR UPDATE: Most of the efforts to-date have involved marketing strategies for improved and targeted recruiting efforts. Marketing funding has been refocused to improve the visibility of FRC's face-to-face programs:

- Categorical funding used to market specific programs including Agriculture, ENVR, and ORL
- North-Far North Consortium inclusion in regional publications through the News and Review that highlights FRC
- Strategic Enrollment Management Committee has worked with various academic programs to explore marketing strategies and share perspectives on what efforts are working best
- Pooling funds between departments (Agriculture, ENVR, and Marketing), we have invested in online advertisements in targeted fields
- Council on Instruction continues discussion on program staffing and growth programs/positions and enrollment patterns for programs.
- Website redesign currently underway with consultants to improve marketing functionality
- FRC Outreach will hold a spring FRC Showcase promotion in outlying communities

6. Continue review of Board Policies

MID-YEAR UPDATE: We have reviewed three chapters to-date and are doing Chapter 3 - General Institution at the February meeting. The next chapter will be reviewed during the summer.

7. Continue Board training related to accreditation Standards

MID-YEAR UPDATE: Two board members attended the CCLC Effective Trustee Chair workshop. Ongoing training has been included in board meetings for monthly fiscal reports, review of accreditation self-evaluation report, and input into the Quality Focus Essay.

8. Develop river crossing/bridge recommendation and action plan for required approvals by June 2018

MID-YEAR UPDATE: Plumas Corp presented their findings from the consultant's report in September. College staff are looking at funding options and cost estimates. Options will be brought back to the board this spring. The two components are to develop architectural drawings and regulatory approval, with the second component of construction.

9. Develop dashboard metrics that "measure the mission" based upon campus feedback by May 2018 (identified in Strategic Plan)

MID-YEAR UPDATE: The mission was broken down into three components. Campus feedback was solicited at Institution Day with reports out from suggested data to measure the mission. A comprehensive dashboard has not been developed yet. This may be combined with the new Pathways Initiative.

10. Create evaluation of shared-decision making through the college committee process by May 2018 (identified in Strategic Plan)

MID-YEAR UPDATE: A survey was distributed at Institution Day in January. The results were shared in January, with further analysis in February and March. Detailed analysis will be given to the Communications Committee for their recommendations. Further, all shared-governance committees will participate in another survey this spring that focuses on the individual contribution of each committee to the entire shared-governance process as a whole.

11. Create Capital Funding prioritization list, based upon the Facilities Master Plan, that includes (a) state funded projects and (b) internally funded projects – June 2018

MID-YEAR UPDATE: State funded projects are submitted to the state annually. Internal projects are being completed (Big Move, Pines Dormitory, and using the new property for agriculture and environmental studies classes). Once these are completed, the internal list will change significantly. Both lists are scheduled to be discussed at the summer retreat as part of the planning session.

OVERALL MID-YEAR UPDATE: Accreditation efforts have taken the majority of college efforts for the past year. The Pines and new land has also required large-scale time and energy efforts. Budget concerns are also at the forefront of President Staff discussions and decisions. Most of the objectives are well on their way to being completed: some are meant to be "stretch goals" that will carry over until next year and some are items that will be completed this fiscal year.

6. INCARCERATED STUDENT PROGRAM GRADUATION

On February 9th, twelve inmates from the Valley State Prison graduated from the FRC Incarcerated Student Program. The ceremony included **Dr. Joan Parkin** as the keynote speaker and **Dr. Katie Desmond** as a guest speaker. Many of the graduates earned high honors or highest honors. The new Sociology degree was the most popular degree followed by Liberal Arts: Fine Arts & Humanities.

Education has opened up a part of me I did not know existed. I have confidence and a drive that was not there before. My possibilities are no longer limited. I intend to continue my education, and use it to help others as much as possible.

-Marshall David Smith
FRC ISP Graduate

In addition, twelve women recently graduated in January from the FRC ISP Program while serving at the Central California Women's Facility. Degrees included the AA in General Studies: Social & Behavioral Studies, Liberal Arts, and the Sociology degree. **Dr. Joan Parkin** and **Dr. Kim Beaton** were the speakers for this event.

7. SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA) GRANT UPDATE

FRC is the recipient of a 3-year Substance Abuse and Mental Health Services Administration (SAMHSA) Grant in conjunction with Plumas Rural Services to accomplish three main goals:

1. Create a coordinated community response to suicide;
2. Train gatekeepers on campus and in the community;
3. Reduce the stigma of help-seeking behaviors on campus and create a culture of proactive mental health care.

Under the direction of **Tiffiney Lozano**, FRC is currently in the second fiscal year with the following accomplishments:

- We have recruited and organized a monthly Suicide Prevention Working Group that reports to the Public Health *20,000 Lives Coalition*. The goal is to discuss and find constructive ways to address the gaps in services in addressing the needs of our students, but also the community at large. Members of this working group include Behavioral Health, Probation, Plumas Crisis Intervention and Resource Center, Plumas County Sheriff, California Highway Patrol, Plumas Rural Services, Eastern Plumas Health Care, Greenville Rancheria, FRC Student Services Council, and PC Public Health.
- We have trained over 40 individuals on the warning signs of someone in danger of suicide and what to say and how to intervene when they do come across a suicidal individual.
- We have a draft crisis protocol that is currently being presented to various groups on campus for feedback. The goal is to have it ready to circulate to faculty and staff by Fall semester.
- **Dr. Kelsie Foster** reported that in the first year of the Mental Health and Wellness Center, she received 177 referrals from faculty and staff. These numbers indicate a positive shift in campus culture to promote health seeking behaviors. We are grateful for all the support and referrals.

8. SAFETY COMMITTEE UPDATE

The Safety Committee has coordinated the following events and activities this year:

- Successful Active Shooter Drill - Fall 2017
- FRC Mobile Application Used for Public Notifications
- Relocating Campus Notification Control Unit to New Facilities Building
- Public Notification Horns Installation at Dorms
- Campus Public Notification Expansion – Dorms
- Website Used for Public Notifications
- Fire Drill - Fall 2018

9. SPRING SUSTAINABILITY SERIES

Dr. Will Lombardi and **Dick Laursen** packed the house at the *West End Theatre* on Monday, February 12th for the first of the *Spring Sustainability Series*. It was standing room only for the event, which focused on the Middle Fork of the Feather River. Lombardi discussed his research on John Muir's travels through the Middle Fork, and Laursen showed photos and told stories of his childhood during the 1930's near Milsap Bar and his downriver adventures with friends and family during the 1960's and 70's when he swam, hiked, and floated on swimming pool mattresses through the rugged, wild river. He ended by expressing his concern for the deteriorating health of the river and the need for all of us to join forces to address this decline in river health that he has witnessed firsthand over his 88 years.



The event was the first of the Wild Words series. The next event is scheduled for March 19th at the West End Theatre, where the past, present and future state of the Bucks Lake Wilderness will be explored in a similar manner. Contact **Dr. Darla DeRuiter** or **Will Lombardi** for more information.

10. FINANCIAL AID OFFICE UPDATE

The Financial Aid Office recently offered three on-campus FAFSA workshops. The first workshop on January 23rd was in collaboration with the Football program and was a tremendous success. Financial Aid staff helped approximately 50 student-athletes retrieve their FSA ID and complete their 2018-2019 FAFSA packets. The other workshops on January 25th and February 1st had a small number of attendees, but ten additional students were able to prepare for the upcoming year with FAFSA packets. Congratulations to **Andre van der Velden** and the Financial Aid staff for their outreach efforts.

Welcome Back Week Activities

