

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President McNett called the Regular Meeting of the Feather River Community College District (FRCCD) Board of Trustees to order at 12:00 p.m. on Thursday, March 9, 2023, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via a Zoom virtual platform.

Trustees present: McNett, Johnston, Marshall, Sheehan, Ware

Trustees absent: de Bois

2. Public Comment on Closed Session Items:

There was no public comment on Closed Session items.

3. Adjourn to Closed Session:

The meeting adjourned to Closed Session at 12:01 p.m.

4. Reconvene to Open Session:

The meeting reconvened to Open Session at 1:00 p.m.

5. Closed Session Announcement:

President McNett announced that the Board of Trustees met in Closed Session and took no action.

6. Roll Call for Open Session:

Trustees present: McNett, Johnston, Marshall, Sheehan, Ware, Student Trustee
de Bois

Trustees absent:

7. Presentation of Certificate of Commendation to Professor Anna Thompson, and Certificates of Tenure to Professors Joshua Olivera and Darlene Oertle

Kevin Trutna, Superintendent/President presented Professor Anna Thompson with a Certificate of Commendation related to her quick action in assisting a fellow colleague during a medical emergency that occurred on campus. Dr. Trutna explained the details of the incident and he extended his appreciation to Ms. Thompson for her intervention, compassion, and care for others. He also presented Certificates of Tenure to Joshua Olivera, Art Professor, and Darlene Oertle, Allied Health Director, recognizing their fulfillment of the District's promotion and tenure criteria.

8. Agenda:

The Regular and Consent agendas for the March 9, 2023, meeting of the FRCCD Board of Trustees held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as presented, (Ware/Sheehan) unanimous.

9. Minutes:

The minutes from the February 16, 2023, Regular Meeting of the FRCCD Board of Trustees held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as presented, (Marshall/Sheehan) unanimous.

10. Items from the Public:

The FRCCD Board of Trustees heard public comment from Matt Warren, Associate Faculty Union President, as he shared his opinion on what he sees as the continued deterioration of the relationship between the Union and the District. He shared his gratitude to Kevin Trutna and Derek Lerch, Vice-President Instruction/CIO, for their time and work to improve things, but he feels the efforts have been short-lived, and the relationship is deteriorating further. Mr. Warren explained that the District, its administration, and the board of trustees appears to be more interested and concerned about how things look than how they really are, and he challenged members of the board to remember that the College needs a vision that will live out a commitment to promote quality and equity among its employees.

11. CONSENT AGENDA:

*** A. Motion Items**

There being no objection or any discussion 1) Ratification of Personnel Requisitions, 2) Personnel Actions, 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentations, and 6) Approval of Grant Agreement #C8967321 for \$20,005 between State of California – Department of Parks and Recreation for Grantee to promote boating safety by offering on-the-water training to diverse and/or underserved members of the general public while enhancing boating safety knowledge and practical handling of vessels on the water were approved as presented, (Sheehan/Marshall) unanimous.

12. REGULAR AGENDA

*** A. Motion Items**

- 1) Derek Lerch requested Approval of Curriculum Actions. After brief explanation and there being no objection, the request for Approval of Curriculum Actions was approved as presented, (Marshall/Johnston) unanimous.
- 2) Kevin Trutna requested Approval of 2023-2024 Feather River College Academic Employee Contracts. Emily Ellison, Chief Human Resources Officer (CHRO) detailed the request and explained that academic employees listed would move one step on the salary schedule effective July 1, 2023. After further discussion and there being no objection, the request for Approval of 2022-2023 Feather River College Academic Employee Contracts was approved as presented, (Marshall/Sheehan) unanimous.
- 3) Kevin Trutna requested Approval to Provide Direction to Staff Related to March 15 Preliminary Reduction in Force Notice to Impacted Federal Grant-Funded Personnel. He explained that FRC's three federal grants have absorbed increased expenses related to inflation, and the grants do not keep pace with California Cost of Living Adjustments (COLAs). He provided information on the new March 15th requirement for classified employees, and he indicated that budget projections

indicate the need to provide preliminary March 15th notices to two affected classified grant-funded employees. After further discussion and there being no objection, the board of trustees directed Kevin Trutna and Emily Ellison to implement preliminary classified March 15th notifications to affected employees, and continue to work collaboratively with the Classified Union until the full budget picture is known, (Marshall/Sheehan) unanimous, (de Bois abstaining).

***B. Roll Call Items**

None

C. Special Items/Reports

- 1) Morgan Turner, Director of Fiscal Services (I) presented the District's Monthly Financial Status Report as of February 28, 2023. She reported that the District has received all apportionment funding from the County although she was unable to reflect these numbers in this month's report due to timing. She reviewed the Unrestricted General Fund Summary noting revenues will increase significantly in next month's report, and she added that expenses remain within the spending authority limits established by the board. Kevin Trutna pointed out that the District's current \$11.1 million reserve is \$2.5 million less than when it started the year.
- 2) Katie Desmond, Assistant Dean of Instruction (I), provided a report to the board of trustees on the Incarcerated Student Program (ISP). Dr. Desmond introduced her ISP team that included Cydney Piper, Program Coordinator, and Lissa Kiedrowski, Office Assistant. She indicated that she is constantly amazed with the knowledge, intellect, and attention to detail that these two employees provide every day in the busy ISP office. Dr. Desmond provided background information on the program including that it began in 2007 under Dr. Joan Parkin's passionate leadership, and to see the growth in the program that now serves approximately 30 prisons is inspiring. Cydney Piper went over ISP degree offerings, and explained that approximately 56 students enrolled in the recently added Small Business Certificate. Dr. Desmond indicated that one of the biggest challenges for the program is definitely the cost of books, and FRC with its free book loan program has helped to establish the reputation of FRC's ISP as the best in the state among community colleges for serving its students.
- 3) Derek Lerch provided an update to the board of trustees on resident Full-Time Equivalent Students (FTES). He explained that FTES is the largest basis for FRC's state funding, and the state sets caps or limits on the number of FTES an institution can claim for apportionment purposes, and it is key to estimate close to this number, but not go over. He noted that the District has weathered a COVID post COVID pattern of enrollment, and he asked trustees to focus on the bottom line of the attached backup, while explaining that FRC's enrollment did shrink during the depth of the pandemic, and has been rebounding since. Dr. Lerch noted that beyond the columns, the chart table breaks down FTES delivery modes that reflect Distance Education and Instructional Service Agreements (ISAs) amount to about 50% of overall FTES, expected FTES stands at 1,576, and the District is moving in an upward trajectory.

D. Communications, Presentations, and Reports

1) **Board of Trustees**

Trustee Johnston shared a resource available through Plumas Rural Services (PRS) regarding a series of trainings focusing on employee burnout called *Connect the Dots*. She explained that the trainings will be via Zoom, and additional details are available on the PRS website.

Trustee Sheehan shared details from his trip to Washington, D.C. and those he met that were pleased with the new bachelor's degree FRC recently received approval to offer.

Trustee Marshall shared that she would be participating in Portola High School's fundraising event Donkey Basketball from 3 p.m. to 5 p.m. on Sunday, March 12, 2023, and members of the FRC women's basketball team would be her teammates.

Student Trustee de Bois stated that in reference to Trustee Ware's inquiry on Phi Theta Kappa students in the ISP, there are incarcerated students in the honor society program and she has collaborated with them on a prior PTK project, and she realized just how important an education is to these students.

2) **Associated Students**

No Report

3) **Academic Senate**

Chris Connell, Academic Senate President, reported that members of the Academic Senate are gearing up to participate on faculty search committees for the Early Childhood Education (ECE) position, lead men's basketball coach, women's soccer coach, and now English. He added that with the exception of the vacancy in English, the other committees have met and are generating questions and preparing to review candidates. Dr. Connell also addressed the proposed California General Education Transfer Curriculum CalGETC (AB 928), a singular lower division general education transfer pathway to determine eligibility to both California State University (CSU) and University of California (UC) systems. He explained that the proposal would come with requirements that will make things more efficient for students, and create concerns for FRC's curriculum in how it schedules things, and it will take cohesive work by the campus to take advantage of the efficiency.

4) **Classified Senate**

Sean Whaley, Classified Senate President, reported that he held his first Classified Senate meeting on Thursday, March 2, 2023, and 12 to 15 Classified Senate employees attended. He detailed the meeting noting that the group ratified the election of new officers, updated and approved new Senate bylaws with added stipend information, approved a Professional Development Fund, updated committee assignments, and talked about having a Consent Agenda at meetings to free up more time for discussion.

5) **Instruction**

Derek Lerch reported that FRC received formal approval to offer the new bachelor's degree in Ecosystem Restoration and Applied Fire Management. He explained the significance of the accomplishment and he thanked all those involved for their advocacy.

6) **Student Services**

Carlie McCarthy, Vice-President Student Services, reported that Student Services along with the entire campus transitioned to the Banner upgrade, and employees are exploring the platform and familiarizing themselves with the necessary steps of their jobs. She also reported on FRC's Learning Aligned Employment Program (LAEP), a ten-year state funded grant program that provides employment for eligible students to help with the cost of education. She explained that FRC is off to a good start and is in the process of awarding grant funds for the filling of two positions on campus. Ms. McCarthy also explained that FRC has hired Vanessa Gibson as the Director of Financial Aid, and she is working with staff to update and promote the scholarship application earlier to inform students on what scholarship funding is available, and what awards they have received. She indicated that Student Services events in the planning stages include Day in the Mountains, Ninth Grade Navigation, Cultural Fair, and commencement, and that March 8, 2023 was International Women's Day, and people wore purple to commemorate the day and embrace diversity, equity and inclusion.

7) **Superintendent/President**

Kevin Trutna reviewed items for the April 20, 2023, board meeting including a faculty perspective for online teaching. He asked trustees for key points they are interested in knowing, and Trustee Sheehan responded how it works and there was brief discussion. Dr. Trutna highlighted articles from his written report including the beach volleyball team receiving the prestigious 2022 California Community College Athletic Association (CCCAA) Scholar Team Award, and Phi Theta Kappa recognizing the FRC PTK chapter and advisor as a REACH Chapter for excelling in membership development and creating opportunities for students. He also made mention of Saylor Flett, Outdoor Recreation Leadership (ORL) Instructor, and his boating and waterways grant, and he detailed his interview with Jason Gay, Assistant Baseball Coach, who he learned cares intensely about his students, and likes to fish in his spare time.

There being no further business, the meeting adjourned at 2:33 p.m.

KT/ch