

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President Sheehan called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:05 p.m. on Thursday, July 21, 2016 at Feather River Community College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Sheehan, Elliott, McNett, Meyers, Ware, Student Trustee Hammons

Trustees absent:

2. Agenda:

The Regular and Consent Agendas for the July 21, 2016 meeting at Feather River Community College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Elliott/McNett/Sheehan/Meyers/Ware Aye) (None Opposed).

3. Minutes:

The minutes from the Special Meeting held on Monday, June 13, 2016 at Cy Hall Museum, 132 Main Street, Greenville, CA were approved as presented, (McNett/Meyers/Sheehan/Elliott/Ware/Hammons Aye) (None Opposed). The minutes from the Regular Meeting held on Thursday, June 16, 2016 at Feather River Community College, LRC Room #105, 570 Golden Eagle Avenue, Quincy, CA were approved as presented, (Meyers/Ware/Sheehan/Elliott/McNett Aye) (None Opposed).

4. Items from the Public:

Kathleen O'Bryant, Project Director/Rape Crisis Center (RCC) and Sexual Assault & Crisis Counselor and member of the public introduced herself to those present and stated that she wanted to present the Board of Trustees with information on services provided by the Plumas Crisis Intervention and Resource Center (PCIRC) and the RCC. Ms. O'Bryant explained that during the 2015-2016 academic year, PCIRC and the RCC entered into a memorandum of understanding (MOU) with Feather River College to provide services on campus with the District providing a small room off of the student lounge for PCIRC's use. She explained that PCIRC provided access to a free 24 hour seven day a week crisis line, confidential counseling and support from trained rape crisis para-professionals, rape prevention and education, advocacy options and referral services to other agencies, food vouchers and meal opportunities that included assistance with Medi-Cal and CalFresh. She added that additional services PCIRC offered included shelter options, assistance with clothing, and access to free laundry and showers. Ms. O'Bryant indicated that in addition to her interest in the RCC, she also had a concern with food insecurity for students and she wrote a grant with 20,000 Lives, a collaborative network that addresses community needs, and she received a mini-grant of \$500.00 which was used to purchase food for the FRC pasta pantry. Ms. O'Bryant noted that during the months of December 2015 to May 2016, 716 food items were provided to FRC students, 43 toiletry items were distributed, 573 walk-ins were assisted, and 45 referrals were given out to local resources. Ms. O'Bryant closed her

public comment by stating that the need for services continues here on the FRC campus and PCIRC is the entity that can provide rape crisis and intervention, counseling, advocacy and accompaniment to medical and court appointments and compliance with Title IX. Along with these services she added food insecurity remains an issue as many students lack access to enough food for a healthy active lifestyle and this remains a hidden problem across campuses in the United States. She urged FRC leaders to address the issue and to fund and promote the pasta pantry as well as the RCC presence on campus.

5. Administration of Oath of Allegiance – Bethany Hammons Student Trustee

Derek Lerch, Dean of Instruction/CIO administered the Oath of Allegiance to Bethany Hammons, Student Trustee Elect. The Board of Trustees welcomed Ms. Hammons as a member of the Board of Trustees.

6. Recognition of Retiring Full-Time Faculty Business Instructor – Mike Welsler

Derek Lerch presented Mike Welsler, Retiring Full-Time Faculty Business Instructor with a commemorative plaque recognizing his contributions to the District and students of Feather River College in his 25 years of teaching at the college. The Resolution, #15/16-07 was read aloud and it recognized Mr. Welsler's meaningful connections with businesses and organizations, his high academic standards, his comprehensive service as faculty union president for 23 years, his dedication to the review of District policies and procedures, his family's contributions to his success, and the honesty and respect he has exhibited for others The Board of Trustees wished Mr. Welsler well in his retirement.

7. Consent Agenda

*** A. Motion Items**

- 1) Ratification of Personnel Requisitions, 2) Ratification of Personnel Actions
- 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentations/Reductions, 6) Approval of Agreement between Feather River Community College District (DISTRICT) and Mountain Circle Family Services, Inc. (AGENCY) for AGENCY to customize a database to collect, analyze and report on data about adult education programs and services that are important to and will be accessible to a wide range of Adult Education stakeholders, 7) Approval of Agreement between Feather River Community College District (DISTRICT) and Mountain Circle Family Services, Inc. (AGENCY) for AGENCY to align the Adult Education Program's instructional services and programs with the State's K-12 and CCD Adult Education instructional program requirements and create a curricula library that addresses the seven (7) approved adult education program areas, 8) Approval of Agreement between Feather River Community College District (DISTRICT) and Alliance for Workforce Development, Inc. (AGENCY) for AGENCY to address gaps in Plumas County adult education services including GED attainment, soft skills, short term online training, increased awareness to the business community regarding internships and work-based learning opportunities, which result in employment for adult education program clients, 9) Approval of Agreement between Feather River Community College District (DISTRICT) and

Alternative Sentencing Program (AGENCY) for AGENCY to provide incarcerated adult learners with access to basic career and technical skills and (upon release) jobs and higher wages, 10) Approval of Agreement between Feather River Community College District (DISTRICT) and Plumas Crisis Intervention and Resource Center (PCIRC) (AGENCY) for AGENCY to provide consistent and comprehensive services to Plumas County foster youth and former foster youth (18 years plus), 11) Approval of Agreement between Feather River Community College District (DISTRICT) and Plumas Unified School District & County Office of Education (AGENCY) for the purpose of outlining the duties and responsibilities of each party as they relate to providing adult education services in accordance with AB 86, Adult Education Consortium Planning Grant. 12) Approval of Agreement between Feather River Community College District (DISTRICT) and Feather River College/Early Childhood Education (AGENCY) for the purpose of outlining the duties and responsibilities of each party as they relate to providing adult education services by AGENCY. In accordance with AB 86, Adult Education Consortium Planning Grant this project addresses the crisis created by the lack of qualified and credentialed workers in the Plumas County area, providing learners access to post-secondary education to improve the success of elementary school children, 13) Approval of Agreement between Feather River Community College District (DISTRICT) and Plumas Unified School District (AGENCY) for the purpose of outlining duties and responsibilities as they relate to providing affiliated educational course for the AGENCY. DISTRICT to provide coordinator (Tanya Meyer) to work with AGENCY to support grant related activities through SB 1070 grant funding, 14) Approval of Agreement between Feather River Community College District (DISTRICT) and American River College/Los Rios Community College District (AGENCY). DISTRICT to provide coordinator (Rajinder Gill) to provide AGENCY access to curriculum modules including lesson plans, presentations, and videos for ten 21st Century Skills, 15) Approval of Cooperative Agreement between the County of Plumas (COUNTY) and Feather River Community College District (FRCCD) to provide preventative health care and health education services to students at FRCCD effective July 1, 2016 through June 30, 2017, 16) Approval of Project Proposal and Agreement between Feather River College and Humboldt State University, a multidisciplinary graphic design studio, to establish a primary logo to serve as the face and first entry point to Feather River College, 17) Approval of Agreement between Feather River Community College District and Foundation for California Community Colleges for the purposes of leading a presentation for the New World of Work 21st Century Skills training summer of 2016 were approved as presented, (Ware/Meyers/Sheehan/Elliott/McNett/Hammons Aye) (None Opposed).

8. Regular Agenda

A. Motion Items

- 1) Derek Lerch requested Approval to Accept Donation of Signage for African Animal Specimen Collection. After further discussion that included a request from President Sheehan that the Board of Trustees be assured that the

signage donated was appropriate for the display, the request for Approval to Accept Donation of Signage for African Animal Specimen Collection was approved as presented, (Elliott/Meyers/Sheehan/McNett/Ware/Hammons Aye) (None Opposed).

- 2) Derek Lerch requested Approval of 2018-2022 Feather River Community College District Five Year Capital Outlay Plan. After further discussion that included an explanation from Nick Boyd, Director of Facilities/CTO on the funding process for District capital outlay projects, the request for Approval of 2018-2022 Feather River Community College District Five Year Capital Outlay Plan was approved as presented, (Meyers/McNett/Sheehan/Elliott/Ware /Hammons Aye) (None Opposed).

*** B. Roll Call Items**

- 1) Resolution #15/16-07 – Recognition of Mike Welser, Retiring Full-Time Faculty Business Instructor was approved as presented.

Ayes: Sheehan, Elliott, McNett, Meyers, Ware, Hammons
Noes: None
Absent: None
Abstain: None

C. Special Items/Reports

- 1) Jim Scoubes, Chief Financial Officer provided the District's Quarterly Financial Status Report as of June 30, 2016. He reviewed the Unrestricted General Fund Summary noting that expenditures for the period totaled \$13,918,549. He added that the quarterly report was created in late June and early July and in the ensuing weeks the District has continued to receive and pay incoming invoices for the 2015-16 budget year. He noted that during this time, expenditures have increased to \$15,194,791 or 98.19% of approved budget. He also explained that the revenue amount of \$16,487,052 will be reviewed and revised if need be to include any income adjustments not currently reflected in the amount. Mr. Scoubes stated a revised financial report for the period ending June 30, 2016 will be provided at the August 11th Board meeting. Trustee Meyers stated that it appears that the District spent a greater proportion of its budget this year, and Mr. Scoubes concurred stating that the District's spending proportion did increase by approximately two percent and there was additional discussion. Additional discussion included other fund summaries included in the quarterly report, mandated cost reimbursement possibilities from prior years, and the investment report from the County of Plumas. Trustee Meyers asked Mr. Scoubes to provide information at a future meeting on what the two percent proportional increase in District spending was related to.
- 2) Derek Lerch reported that David Burris, Director of Human Resources/EEO would be reviewing the District's 2016-2017 Employer

Fixed Costs and Cost of Medical Benefits. Mr. Burris stated that the attached backup information displays what the District spends on fixed costs and medical benefits for its employees and there was brief discussion.

- 3) Derek Lerch opted to update the Board of Trustees on Full-Time Equivalent Students (FTES) while technology for his PowerPoint presentation on the Chancellor's Office Scorecard was being set up. He stated that the District's final apportionment report had been submitted to the state on Thursday, July 14, 2016 and that the handout he would be distributing contained (FTES) information based on instructional delivery mode categories that included FTES created by on-campus and distance education students, FTES created by serving incarcerated students, and FTES created by instructional service agreements (ISAs). He pointed out that the handout also reflected the District's target FTES projection, where the District believes it is now and what was reported to the state, and additionally where the District hopes to be at the end of 2016-17. He noted the conflicting FTES numbers of 1,620 on that handout, which was the number reported to the state, and the internal FTES computation of 1,651 and he informed the Board that he and others are delving into why the Banner® script and internal computations vary by 30 FTES, a number he considers significant and there was further discussion. President Sheehan asked Dr. Lerch for a presentation at some point in the future on the overall decrease that's currently taking place in higher education nationally. Trustee Meyers added that he would like this presentation to encompass a discussion on how the District plans to maintain its gains and he asked to be more informed regarding what the District's current income footprint looks like.
4. Derek Lerch provided a report and PowerPoint presentation to the Board of Trustees on the Chancellor's Office Scorecard and Institutional Set Standards. He explained that the Scorecard has been around long enough now that there is now multi-year information available which is helpful and that he considers the college's overall performance to be very good with a lot to be proud of. Dr. Lerch also explained that because of FRC's small size the swing in the statistics can be dramatic from year to year because of the smaller sample size. Dr. Lerch covered in his presentation the Institutional Set Standards required by the Accrediting Commission for Community and Junior Colleges (ACCJC) in its Annual Report including completion rates, degree completion numbers, certificate completion numbers, number of students transferring to four-year colleges, and licensed vocational nursing exam pass rates, and how FRC performed in the 2014-2015 academic year against these set standards. He also explained the four chosen metrics added by Feather River College from the Scorecard including the 30 unit measurement as a student's halfway mark towards an associate's degree, the completion rate for a degree/certificate, remedial progress, and Career Technical (CTE) progress. In reviewing the statistics for the 2009-2010 cohort year for the four chosen metrics, Dr. Lerch conveyed that FRC does well in its persistence rate (percentage of degree and/or transfer-seeking students

tracked for six years who enroll in the first three consecutive semesters) for prepared students and that it falls below the statewide average and small college average for underprepared students. He noted that variabilities by age and race/ethnicity is greater for FRC than the statewide average and is likely attributable again to the small sample size in these categories. There was further discussion regarding the categorical funding now aimed at improving student success and Trustee Meyers stated that FRC's persistence scorecard results on the underprepared student needs attention. Dr. Lerch continued his presentation by covering the statistics on the percentage of degree and/or transfer seeking students tracked for six years that achieved 30 units, those that completed a degree/certificate or transfer related outcome, and the remedial progress or percentage of credit students tracked for six years who started below transfer level in English, mathematics, and/or English as a Second Language (ESL) and completed a college-level course in the same discipline. He additionally covered the scores for CTE or percentage of students tracked for six years who completed eight units of CTE or vocational study in a single discipline and completed a degree, certificate or transferred, and the Skills Builder results or the median percentage in change in wages for students who completed higher level coursework in 2012-2013 and left the system without a degree, certificate, or transfer. Dr. Lerch went over with the Board of Trustees the conclusions arrived at from the results of the Scorecard, noting that the remedial progress rates is an issue that the institution needs to focus on at the departmental level and as a school, while it can be proud of the significant improvements it has made in the overall completion rate in the last two cohort years.

D. Communications, Presentations, and Reports

1) Board of Trustees

Trustee Elliott thanked Trustee McNett for the facility retreat arrangements he assisted with for the June 13th meeting. He also welcomed Bethany Hammons to the Board of Trustees. Trustee McNett also welcomed Ms. Hammons to the Board, stating that he is looking forward to her providing the Board with a student's perspective during her term as Student Trustee. Trustee Meyers added that he had shared with Cindy Hall a draft resolution that he would like to see on the Board agenda at the August 11th meeting regarding the FRC rodeo team winning the men's national community college championship.

2. Associated Students

Student Trustee Hammons indicated that she had no report this being summer break and her first meeting, but that she is looking forward to working with the Board of Trustees during the school year and providing it with insight on the needs and concerns of the student body.

3. Academic Senate

No Report

4. Classified Senate

No Report

5. Instruction

Derek Lerch reported that summer classes are winding down and the college experienced good enrollment especially with Ranch Skills Short Course. He also updated the Board of Trustees on accreditation indicating that he and Katie Desmond, Political Science Instructor are in the process of reviewing the draft self-evaluation document and together they should have the review completed prior to the fall semester starting. He added that overall the document and the process are in good shape with some problem areas to address as he expected.

6. Student Services

Karen Pierson, Chief Student Services Officer reported that the Educational Talent Search grant, one of the three federal TRiO grants that the College manages, was recently funded again resulting in \$1,500,000 over an additional five years. She added that the grant serves Plumas Unified School District (PUSD) students in grades six through 12. Dr. Pierson also promoted upcoming events for FRC that included new student orientation set for August 19th which will include a networking workshop for students so everyone can begin to get to know one another and a full Week of Welcome for all students that will culminate on August 22 with a live band and a student hoe down. She stated that the college will also again host a College, Career and Transfer Fair in September which is an outreach program to all PUSD students, and that Diego and Tiffany Lozano are developing a video for orientation that will be used for ISP students as well as those students who are unable to attend the regular new student orientation event. In closing comments, Dr. Pierson reported that housing is as full as it possibly can be and not being able to bring The Pines on line to house additional students is causing some stress for the coaches.

7) Superintendent/President

No Report

There being no further business, the meeting was adjourned at 4:47 p.m.

DL/ch