

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 2:30 p.m. on Thursday, November 17, 2022, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via a Zoom virtual platform.

Trustees present: McNett, Elliott, Sheehan, Ware

Trustees absent: Student Trustee de Bois

2. Public Comment on Closed Session Item:

President McNett asked if there was public comment on the Closed Session item.

3. Adjourn to Closed Session:

There being no public comment offered the meeting adjourned to Closed Session at 2:30 p.m.

4. Reconvene to Open Session:

The meeting reconvened to Open Session at 3:05 p.m.

5. Closed Session Announcement:

President McNett announced that the board of trustees met in Closed Session and it took no action.

6. Roll Call for Open Session:

Trustees present: McNett, Elliott, Sheehan, Ware, Student Trustee de Bois

Trustees absent:

7. Agenda:

The Regular and Consent Agendas for the October 20, 2022, meeting of the FRCCD Board of Trustees at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as presented, (Ware/Elliott) unanimous.

8. Minutes:

The minutes from the September 8, 2022, meeting of the FRCCD Board of Trustees at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as presented, (Sheehan/Ware) unanimous.

9. Items from the Public:

There were no items from the public.

10. CONSENT AGENDA:

- **Motion items**

After further discussion and explanation of Consent Agenda Item #6, Approval of Consulting Services Agreement for \$5,200 between Total Compensation Systems, Inc., (Consultant) and Feather River Community College District, and Consent Agenda Item #7, Approval to Accept Grant Agreement #G0370 for \$516,000 between California Community Colleges Board of Governors, Educational Services and Support Division, Rising Scholars Network Project, and Feather River Community College District (Grantee), the Consent Agenda including 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 Consulting Services Agreement for \$5,200 between Total Compensation Systems, Inc., (Consultant) and Feather River Community College District (Customer) for Consultant to provide actuarial information necessary for Customer to comply with requirements of current Government Accounting Standards Board (GASB) account standards related to retiree health benefits effective September 8, 2022, through December 31, 2023, 7) Approval to Accept Grant Agreement #G0370 for \$516,000 between California Community Colleges Board of Governors, Educational Services and Support Division, Rising Scholars Network Project, and Feather River Community College District (Grantee) for Grantee to serve Rising Scholars students currently incarcerated in State or Federal prisons effective July 1, 2022, to July 31, 2025, 8) Approval of Child Development Training Consortium 2022-2023 Instructional Agreement #22-23-800686 in an amount not to exceed \$9,200 between the Yosemite Community College District Child Development Training Consortium (YCCD/CDTC), and Feather River College (Contractor) for Contractor to designate CDTC Campus Administrator (Merle Rusky) to implement the CDTC program at the local level and according to attached Child Development Permit Matrix (Exhibit A), 9) Approval of Memorandum of Understanding between the Plumas Unified School District (DISTRICT) and Feather River College (FRC) for DISTRICT to grant FRC use of Portola Jr. Sr. High School Woodshop for evening instruction of high school and/or adult students outside of scheduled use periods effective September 26, 2022, through June 30, 2023, 10) Approval of Project Authorization Part 2 for \$98,000 between Feather River College (Client) and JK Architecture Engineering (JKAE) for services listed in support of the 126 Bed Student Housing Grant., 11) Approval of Service Order for \$8,640 between Feather River Community College District and Otter.ai, Inc., for two-year business subscription and note taking application that assists students with disabilities with improved participation in their educational experience were approved as presented, (Ware/Sheehan) unanimous.

11. REGULAR AGENDA

***A. Motion Items**

- 1) Kevin Trutna, Superintendent/President, requested Approval of Curriculum Actions. There being no objection or further discussion, the request for Approval of Curriculum Actions was approved as presented, (Sheehan/Elliott) unanimous.

- 2) Kevin Trutna requested Approval of Employment Contract for Emily Ellison, Chief Human Resources Officer (CHRO). He reported that the District has extended an offer of employment to Emily Ellison for the 2022-2023 fiscal year and according to the District's salary schedule that the board adopted during the Regular Session of its July 2022 board meeting. He also stated that the District agrees to pay Ms. Ellison a base salary of \$123,553 in addition to a one-time moving allowance of \$2,500. Ms. Ellison, who was present via Zoom, introduced herself stating she appreciated the board accommodating her long transition timeline as she makes

sure everything is in order for whomever takes over her role at the Washoe County School District. After further discussion and there being no objection, the request for Approval of Employment Contract for Emily Ellison, Chief Human Resources Officer (CHRO) was approved as presented, (Sheehan/Elliott) unanimous.

- 3) Kevin Trutna requested Approval of 2023 Board of Trustee Meeting Dates and 2023 Board of Trustee Retreat Date. After brief discussion and there being no objection, the request for Approval of 2023 Board of Trustee Meeting Dates and 2023 Board of Trustee Retreat Date was approved as presented, (Sheehan/de Bois) unanimous.
- 4) Kevin Trutna requested Approval of Feather River College 2022-2023 Transfer Plan. Carlie McCarthy, Vice-President Student Services/CSSO, highlighted the sessions and presentations that Chad Doerr, Feather River College Alumnus, now Director of Counseling and Sport Psychology Services at University of Nevada Las Vegas, completed for FRC during the College and Career Fair held September 20, 2022. She also reviewed the 2022-2023 Transfer Plan focusing on services to students, FRC's transfer rates compared to the statewide average, and transfer activities for fall 2022. There being no objection or further discussion, the request for Approval of 2022-2023 Transfer Plan was approved as presented, (Sheehan/Elliott) unanimous.
- 5) Kevin Trutna requested Approval of BP 5400, Associated Students Organization, BP 5410, Associated Student Elections, and BP 5420, Associated Students Finance. Carlie McCarthy explained the nature of the updates and President McNett stated that he would group agenda items #5, #6, and #7 together and ask for approval as one item. There being no objection, BP 5400, Associated Students Organization, BP 5410, Associated Student Elections, and BP 5420, Associated Students Finance were approved as presented, (Sheehan/de Bois) unanimous.
- 8) Kevin Trutna requested Ratification of the Annual Financial and Budget Report (CCFS-311) for the Year ended June 30, 2022. He complimented Morgan Turner, Vice-President Business Services/CFO and her team for completing the process and cataloging the steps to a difficult and complex report. Morgan Turner reviewed the report pointing out that the first three pages deal with the 50% Law that requires Districts to spend 50% of funding on instruction, and the District currently stands at 58.2%. She indicated that she plans to have a more automated system in place for this report next year. After brief discussion and there being no objection, the request for Ratification of the Annual Financial and Budget Report (CCFS-311) for the Year ended June 30, 2022, was approved as presented, (Elliott/de Bois) unanimous.
- 9) Kevin Trutna requested Ratification of the Quarterly Financial Status Report (CCFS-311Q) for the Quarter ended September 30, 2022. Trustee Elliott questioned page four, Annualized Attendance FTES, column four where the report reflected N/A. After brief discussion regarding a follow-up FTES report, the request for Ratification of the Quarterly Financial Status Report (CCFS-311Q) for the Quarter ended September 30, 2022, was approved as presented, (Elliott/Sheehan) unanimous.
- 10) Kevin Trutna stated that before President McNett asks for a motion on the agenda item #10, Approval of Operations Agreement, Facilities Lease Agreement, and the Utilization of Excess Funds after fulfillment, he wanted to provide board members with additional background information. He distributed a handout on the Calculation of Funds Due College FY 21/22, and pointed out that the invoice for asphalt paving at the Hillside Apartments totaled \$292,000, which FRC paid for, and for which

there is no budget. He asked the board if it wanted the college to pay the invoice, or ask the Foundation if it wants to contribute all or some from the \$366,182 reserve account. Morgan Turner detailed some of the other questions she has with the agreement as presented, and President McNett requested that the board of trustees table the agenda item until the November 17, 2022, meeting so that Kris Miravalle, President, FRC Foundation, is able to weigh in on the matter.

***B. Roll Call Items**

Kevin Trutna requested Approval of Resolution #22/23-02 – GANN Appropriations Limit. After brief discussion and there being no objection, the request for Approval of Resolution #22/23-02 – GANN Appropriations Limit was approved as presented by the following roll call vote:

Ayes:	McNett, Elliott, Sheehan, Ware, de Bois
Noes:	None
Absent:	None
Abstain:	None

C. Special Items/Reports

- 1) Morgan Turner presented the District's Quarterly Financial Status Report as of September 30, 2022. She reviewed the Unrestricted General Fund Summary stating that the District is on track as far as expenses. President McNett asked if there was anything to highlight from the report, and Dr. Trutna added that many of the numbers have increased due to the Cost of Living Adjustment (COLA) approved in June by the governor. Ms. Turner added with regard to cash flow, the numbers changed a little from the previous year, and the Beginning Fund Balance (BFB) remains an estimate until Business Services records any audit adjustments.
- 2) Prior to Derek Lerch's report on Full-Time Equivalent Students (FTES), Kevin Trutna commented that the District applied for and received approval for the Student Centered Funding Formula (SCFF) hold harmless provision on enrollment. Derek Lerch followed up Dr. Trutna's comments by reporting that the college is at the beginning of the year and with the census date having passed, FRC continues to see a rebound of enrollment coming out of the pandemic. He explained that the table provided includes data on California resident FTES because that is what apportionment is based on, but the college serves non-resident students too, and the FTES from non-resident student enrollment this year is approximately 130 FTES. Trustee Elliott suggested that it might be beneficial to trustees to add an additional column(s) to the report format that identifies non-resident FTES and FTES from other sources.
- 3) Derek Lerch updated the board of trustees on where FRC is in the accreditation process, and reminded the board that the Accrediting Commission for Community and Junior Colleges (ACCJC) has scheduled its site visit for spring 2025, but the way the process works the Institutional Self Evaluation Report (ISER) is due in August 2024. Dr. Lerch explained that the approach to the writing is to take all of the accreditation standards and assign them to various shared-governance committee chairpersons on campus, and through a sequential three-phase writing process, these draft writings would identify the types of things that FRC will point to in its report. Dr. Lerch explained how the board has been involved in past accreditation

processes, and mentioned that the next step will be to bring to the board an initial brainstorm of items, policies, actions, etc., that can be pointed to for Standard IV.C, Leadership and Governance, Governing Board. Dr. Lerch announced that the accrediting commission has asked FRC if it would consider piloting new standards that it has drafted for the accreditation process, and he indicated that he is seriously considering it at this time. He explained the advantages and possible disadvantages to piloting the new standards and that he would keep the board informed on the decision.

D. Communications, Presentations, and Reports

1) Board of Trustees

Student Trustee de Bois reported that she and other ASFRC officers are focusing on getting more student involvement in clubs, and making the webpage site for clubs more accessible for students.

2) Associated Students

No Report

3) Academic Senate

Chris Connell, Academic Senate President, reported that faculty are now engaged in completing faculty evaluations, which are part of the tenure process, and with many new faculty members, everyone is busy visiting classes. He detailed the peer evaluation process and the tenure review, and indicated that members of faculty are also to writing to several accreditation standards. He announced that Merle Rusky, Early Childhood Development Professor, has tenured her resignation to retire after the spring 2023 semester, and the Academic Senate will be meeting to discuss that position. Dr. Connell also reported on the budget and planning process, which Sean Whaley, Director of Institutional Planning and Research, is seeking to streamline, and he noted that the Academic Senate is currently engaged on reviewing and working on AP 2510, Participation in Local Decision Making.

Classified Senate

No Report

4) Instruction

Derek Lerch reported that the college has its final call with the Chancellor's Office and California State University (CSU) representatives on FRC's second bachelor's degree on Wednesday, October 26, 2022, and he acknowledged the work that Bridget Tracy, Environmental Studies Professor, Dana Flett, Environmental Studies/ORL Professor, and Jon Dvorak, Forest Health and Fuels Coordinator, have done to diligently prepare for the conference call where the CSU representatives would be presenting objections. He indicated that he does not expect the Chancellor's Office to render a decision at this meeting, as the Chancellor's Office considers all aspects of the discussions.

5) Student Services

Carlie McCarthy reported that Student Services held several Spirit Week activities on campus the previous week, and Kevin Trutna has captured some of the fun with pictures in his written report. She added that it is mid-term time for students and progress reports are due along with registration for the spring 2023

semester. She announced new hires including former student trustee Gracie Yates, who will be providing support in the Mental Health and Wellness Center. Ms. McCarthy inquired if anyone has caught the new Golden Eagle Hour on KQNY, and she promoted the radio show that highlights students and events at FRC.

6) **Superintendent/President**

Kevin Trutna announced that Bill Elliott will be terming out due to the redistricting of Plumas County areas, and he plans to honor Trustee Elliott at the December board meeting for his dedication and service. Dr. Trutna highlighted articles from his written report including Ashlyn Bustamante and Jordan DeMartile featured by the California Community College Foundation as Finish Line Scholars for September and October. He explained that the California Community College Foundation would feature two additional FRC students for November and December. He highlighted Cydney Piper, Administration of Justice Instructor, and her work in the ADMJ 126 course as students in this class learned about Crime Scene Investigation (CSI) castings, and Sarah Richie, Head Volleyball Coach and her volleyball team for defeating University of California, Santa Cruz, which is a D-3 school. Carlie McCarthy touched on a November 8, 2022, new event referred to as the 1st Generation Panel, where students and staff would be sharing their experience as first-generation college students with the audience between 6 p.m. and 7 p.m. in the LRC downstairs area.

There being no further business, the meeting adjourned at 4:44 p.m.

KT/ch