

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

President Elliott called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:01 p.m. on Thursday, May 17, 2012 at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Sheehan, Ware, West
Trustees absent: Student Trustee Burfeind

The regular and consent agendas for the May 17, 2012 meeting at Feather River College, Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California 95971 were approved as presented, (West/Sheehan) unanimous.

President Elliott announced that the Board of Trustees had met in Closed Session and that it had unanimously voted to approve the appointment of Mr. David Burris as Human Resources Director/EEO Officer subject to contract negotiations with Dr. Ron Taylor, Superintendent/President.

The minutes of the Regular Meeting held April 19, 2012 at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/West) unanimous.

A. ITEMS FROM THE PUBLIC

Merle Trueblood, Director of Athletic Operations and Events and member of the public, updated the Board of Trustees and recognized former Feather River College student athlete and camps and clinics participant Cody Anderson. Mr. Trueblood reported that Mr. Anderson is currently playing minor league baseball with the Lake County Captains which is an affiliate organization of the Cleveland Indians major league baseball organization. He also reported on the outcomes of the recent regional and super-regional baseball and softball playoff tournaments and he noted that he was proud of the effort both teams exhibited during their respective seasons.

B. CONSENT AGENDA

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, and Budget Augmentations and Reductions were approved as presented, (Sheehan/Ware) unanimous

C. REGULAR AGENDA

*** 1. Motion Items**

a) Derek Lerch, Dean of Instruction/CIO Interim requested Approval of Curriculum Actions. He reported that most of the items included with the request were reflective of regular revision work being completed by the Curriculum Committee except for "Attachment H", which indicated that Computer Literacy is being removed from the associate degree general education requirement at Feather River College, and "Attachment L" documenting the History Transfer Model Curriculum relating to SB 1440 that works to streamline transfer degrees to CSU and UC systems. After further discussion and there being no objection, the request for Approval of Curriculum Actions was approved as presented, (Sheehan/Ware) unanimous.

b) Jim Scoubes, Chief Financial Officer requested Approval of 2012-2013 Tentative Budget. He provided the Board of Trustees and those in attendance with an overview of the 2012-2013 budget development process including State timeline requirements, involved shared-governance committee composition and function, an unplanned \$383,000 workload reduction deficit in apportionment funding, the tentative budget model number two recommendation forwarded to the Superintendent/President for inclusion in the tentative budget, and how this tentative budget model was balanced realizing that it included a \$136,010 shortfall. After further review, explanation, and discussion of information contained in the tentative budget backup documentation manual, the request for Approval of the 2012-2013 Tentative Budget was approved as presented, (Ware/Schramel) unanimous. Trustee Sheehan requested that Mr. Scoubes check into the legalities of publishing the budget manuals in PDF format and Mr. Scoubes responded that he would although the institution is somewhat limited due to the size of the information.

c) Russell Reid, Director of Ag Program and Equine Studies Instructor requested Approval of Expenditure for Hay Purchase Exceeding Delegated Limits. Mr. Reid stated that he comes before the Board of Trustees annually for authorization to purchase hay on the spot market as it is a commodity that needs to be purchased at the lowest price the moment it is available. Mr. Reid added that he looks for the price of hay this year to be around the same price as it was last year. After further discussion and there being no objection, the request for Approval of Expenditure for Hay Purchase Exceeding Delegated Limits was approved as presented, (West/Schramel) unanimous.

d) Shelley Morrison, Director, Child Development Center requested Approval of State Department of Education Child Development Division Program Self-Evaluation Report. After further discussion and there being no objection, the request for Approval of State Department of Education Child Development Division Program Self-Evaluation Report was approved as presented, (West/Schramel) unanimous.

e) Ron Taylor requested Approval to Award Degrees and Certificates. There being no objection or further discussion, the request for Approval to Award Degrees and Certificates was approved as presented, (Sheehan/Ware) unanimous.

f) Derek Lerch requested Approval of Fall 2013 Academic Calendar. After further discussion and an explanation from Dr. Lerch on why the request did not include the spring 2014 calendar, the request for Approval of Fall 2013 Academic Calendar was approved as presented, (Sheehan/West) unanimous.

g) Derek Lerch requested Approval of Revision to Student Learning Outcome #3. He explained that the College has seven college-wide student learning outcomes and that one of the responsibilities that the College has is to assess whether or not its students are meeting these outcomes. Dr. Lerch explained that Student Learning Outcome #3 has been problematic in that the term "information technologies" used at the end of the outcome is too broad a term and is often defined differently depending on the individual and was confusing to both faculty and students. After further discussion and explanation of the item that included why proprietary language was used in the proposed revision, the request for Approval of Revision to College-Wide Student Learning Outcome #3 was approved as presented, (West/Sheehan) unanimous.

h) David Burris, Interim Director of Human Resources/EEO Officer requested Approval of Job Description – Head Coach/Housing Manager. He explained that the job description was a reclassification of two jobs held by one incumbent and is consistent with previous action taken to combine a head coach position and a manager's position. After further discussion and there being no objection, the request for Approval of Job Description – Head Coach/Housing Manager was approved as presented, (Sheehan/Schramel) unanimous.

i) Ron Taylor requested Approval to Vacate BP 2435/BPM 7.06.26, Evaluation of Superintendent/President. He explained that the policy is basically redundant in nature because it has been displaced by BP/AP 7150, Evaluation of Administrators/Managers and associated administrative procedures. There being no objection or further discussion, the request for Approval to Vacate BP 2435/BPM 7.06.26, Evaluation of Superintendent/President was approved as presented, (Ware/Sheehan) unanimous.

j) Nick Boyd, Director of Facilities/Chief Technology Officer, requested that agenda item C1j, Approval of Notice of Completion – Learning Resource Center Bid Divisions 2,3,4,7, and 17 be tabled as the audio visual portion of the bid division has not been completed. There being no objection or further discussion, the request to table agenda item C1j was approved as presented, (West/Sheehan) unanimous.

* 2. Roll Call Items

a) David Burris, Interim Director of Human Resources/EEO Officer requested Approval of Resolution #11/12-08 – Approval to Reduce Certain Services in the Classified Staff. He explained that the request is a result of no longer having carry-over funds within the Basic Skills Program to cover salary and

benefits for a 12 month employee and as a result it is necessary to reduce the Basic Skills Instructional Assistant services from 12 months to ten months in duration. There being no objection or further discussion, the request for Approval of Resolution #11/12-08 – Approval to Reduce Certain Services in the Classified Staff was approved as presented.

Ayes: Elliott, Schramel, Sheehan, Ware, West
Noes: None
Absent: Student Trustee Burfeind
Abstain: None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Quarterly Financial Status Report as of April 30, 2012. He reviewed the Unrestricted General Fund Summary stating that District revenues total \$7,684,005 or 61% of the budget for the period. He also noted that property tax revenue had just been received by the District and was not included in this total but that it would increase the reflected revenue amount by approximately \$2,000,000. Mr. Scoubes also reported that District expenditures for the period ending April 30, 2012 were \$9,829,157 or 78% of approved budget. He also read from a prepared media statement from Chancellor Jack Scott advocating for the passage of the governor's November tax initiative as, "the only way to avoid the further dismantling of the California Community Colleges".
- b) Ron Taylor provided the Board of Trustees with a review of BP 2512/BPM 1.05.03, Effective Dates of Policies, BP 2513/BPM 1.05.07 Policy Provisions Required by Law, and BP 2514/BPM Article 6, Board Action on Issues not Directly Affecting the College and he noted that the review was informational in nature and is meant to make the Board aware of the existence of the policies and related content.
- c) Ron Taylor provided a report to the Board of Trustees on the review of shared-governance committees. He stated that the Board could expect revisions to committee structure in the fall through the modification of AP 2510, Participation in Local Decision Making that governs committee composition, etc.
- d) Ron Taylor provided a report to the Board of Trustees on the future of the College. Dr. Taylor stated that he had provided a presentation and some ideas to staff and faculty on April 25, 2012 regarding the topic as he wanted to address accreditation, the malaise of employees regarding the fiscal crisis, the need to shift from short-term to long-term focus and he also wanted to address fiscal security and quality assurance and the substantive steps the institution needs to take to assure the future of Feather River College. Dr. Taylor continued his report by touching on creating and providing students with the optimal academic experience, providing adequate capacity for new students such as classes and housing, how the institution's guiding documents will assist with these

goals, and how the process steps that need to be followed in order to move in this direction are already on the institution's docket for action.

4. Communications, Presentations, and Reports

a) **Board of Trustees**

Trustee West expressed her appreciation to Karen Pierson, Chief Student Services Officer and her husband for their attendance at a recent candidates' event in Graeagle. She also reported that she was a participant in the recent Star Follies performances and that although she was initially reluctant, she enjoyed the experience and recommended that other members of the community consider it in the future. Trustee Ware reported that Doug Self, Administrator at Seneca Hospital has resigned effective at the end of June 2012 and that recruitment will begin for a replacement in the near future. President Elliott thanked those involved with the success of the Star Follies event.

b) **Associated Students**

Karen Pierson on behalf of ASFRC announced that an ASFRC election was recently held and that Ms. Jacquie Davis has stepped forward and has been elected as the student trustee for 2012-2013. Dr. Pierson noted that Ms. Davis is majoring in Environmental Studies and is looking forward to meeting and interacting with the Board of Trustees.

c) **Academic Senate**

Chris Connell, English Instructor, on behalf of Rick Stock, Academic Senate President reported that the Academic Senate recently held its elections and that he will be returning as the Academic Senate President for the coming term. He also reported that James "J.D." Johnson has been elected as Academic Senate Vice-President and that he will be chairing the Academic Policies Committee, Jeanette Kokosinski will be continuing her term as division chair and Derek Lerch has been elected as the division chair for the professional and technical division. He additionally reported that the Senate has also been busy reviewing and working on policies, looking at job descriptions while planning for future faculty hires, and discussing future program development. In closing comments on his report, Dr. Connell reported that Dianne Lipscomb, Art Instructor is currently coordinating the annual student art show at Pangaea Restaurant and he recommended that those in attendance stop by the business to view the artwork if they had not already had an opportunity to do so. He also stated that Students in Free Enterprise (SIFE) students are heading to a national competition in Kansas City, Missouri and they seem confident that they will be able to return with a national championship trophy. In closing comments on his report, Dr. Connell stated that during the fall faculty flex days he hopes to address items such as changes in curriculum, plagiarism, quality education, and what faculty has noted as a change this year in the composition of FRC's student body.

d) **Classified Senate**

Connie Litz, Classified Senate President reported that the Classified Senate has also been busy reviewing policy and that emphasis is being placed on the classified hiring policy. She also reported that the unit is in transition with ten of the eleven employees retiring in June coming from the classified staff and that the affected departments are making plans to deal with the implications of these retirements. Ms. Litz also reported that the two-year terms for officers of the Classified Senate are coming to an end on June 30, 2012 and that work is beginning to fill these vacancies. She added that she will report at the June Board of Trustees meeting on the outcome of the new slate of officers for the next two years. In closing comments, Ms. Litz stated that unfortunately another classified employee is experiencing a reduction in their services from 12 months to ten months due to budgetary issues.

e) **Instruction**

Derek Lerch reported that the institution is currently conducting committee work and interviews on two faculty hires, the library director and digital technology instructor and that information on the candidates should be available to the Board at its June meeting. He also reported that the Education Plan has been passed by the Academic Senate and will be on the agenda for Board approval in June or July. In a related document, Dr. Lerch stated that the Distance Education Plan has been approved by the Council on Instruction and it will be forwarded to the Academic Senate for its approval in the fall. He added that the document is a relatively short but important document that will serve as the first formal statement about the institution's expectations regarding distance education courses. Dr. Lerch additionally reported that formal word from the Accreditation Commission should be forthcoming soon regarding the recent site visit and he also updated the Board on recent draft and formal reports received from the site-visit team chair. In closing comments on his report, Dr. Lerch indicated that there has been a flurry of work being completed in relation to upcoming grant opportunities and that a number of them relate directly to instruction with one of the most exciting involving a partnership with Los Rios Community College District that would award substantial funding for career, technical, and vocational programs.

f) **Student Services**

Karen Pierson updated the Board of Trustees and others present on recent events held by Feather River College including Day in the Mountains held April 30, 2012, a Career Exploration Day held May 8, 2012 for seventh and eighth grade students, a student recognition ceremony held May 9th where 36 students were recognized from different categories for their outstanding achievement, and a proposed Day at the River open house event proposed by the Strategic Enrollment Management Committee planned for October 6, 2012.

Dr. Pierson also reported on changes being made to federal financial aid regulations and she indicated that effective immediately there is now a lifetime limit of 12 full-time equivalent semesters that an individual can use PELL grant funding to complete a baccalaureate degree and she noted

that students need to be made aware of the new regulations so they can plan their education appropriately. She also reported that another new regulation with regards to financial aid involves the necessity of having a high-school diploma, GED, or home-school certification before a student will be deemed eligible to receive federal financial aid where previously a student could qualify by taking an Accuplacer testing mechanism referred to as, "Ability to Benefit". Dr. Pierson lastly reported on the necessity of defining correspondence courses as opposed to online classes while explaining a new regulation that indicates that a student must turn in an assignment if they are enrolled in an online class before aid will be disbursed.

g) Superintendent/President

Ron Taylor recognized Karen Pierson for her work on recent events. He also reported that Plumas Sierra Rural Electric had assisted the College with lift equipment to provide lighting for evening games during the regional playoffs. Dr. Taylor additionally provided an overview of other events not already mentioned in previous reports including a student poster presentation ceremony, the recently sold-out theatre productions of "HairSpray", FRC's own "Bike to Work Week", the rodeo team's assistance with the local landscaping of the triangle area of Main Street and Crescent Street in Quincy, associate faculty member Margaret Garcia's nomination for a literary Pushcart Prize, and the staff and community support recently exhibited for the April 25th College sponsorship of the Community Supper. He additionally reported that the Upward Bound grant was recently renewed and that along with comments about the future of the College there is the potential for a small rural college consortium to develop and begin the process of building a possible JPA instrument for small rural colleges to share resources. He additionally stated that he would defer conversation on legislative updates at this time only to add that these are volatile and intense times with the CSU system voting to authorize a strike and student marches taking place in many locations. Dr. Taylor finalized his report by stating that the fitness center continues to holding various classes related to health and fitness, there would be an internship showcase held in the Gallery on May 18th, Haley White, Head Women's Basketball Coach would be sponsoring a three-on-three tournament on Saturday, May 19th, and commencement will take place on Friday, May 25, 2012.

There being no further business, the meeting was adjourned at 4:57 p.m.

RT/ch