

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 14, 2024, at Feather River College, Learning Resource Center (LRC) #871, 570 Golden Eagle Avenue, Quincy, California and via Zoom

Trustees present: McNett, Johnston, Marshall, Sheehan Ware

Trustees absent: Student Trustee Vernon

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 12:02 p.m.

4. Reconvene to Open Session:

The meeting reconvened to Open Session at 1:04 p.m.

5. Roll Call for Open Session:

Trustees present: McNett, Johnston, Marshall, Sheehan Ware

Trustees absent: Student Trustee Vernon

6. Closed Session Announcement:

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

7. Agenda: The Regular and Consent Agendas for the March 14, 2024, meeting of the FRCCD Board of Trustees, held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/Marshall) unanimous.

8. Minutes: The minutes from the January 11, 2024, Regular Meeting, and the February 29, 2024, Special Meeting of the FRCCD Board of Trustees held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Ware/Johnston) unanimous.

9. Items From the Public:

None

10. CONSENT AGENDA:

*** A. Motion Items**

There being no objection or discussion, 1) Ratification of Personnel Requisitions, 2) Ratification of Personnel Actions, 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentation/Reductions, and 6) Approval of Affiliation Agreement between Feather River Community College District (District) and the Plumas County Public Health Agency (Agency) for Agency to allow a certain number of District's students in the Vocational Nursing Program, and when appropriate certain of its faculty members be permitted to visit and utilize Agency's facilities in order to afford the students the opportunity to have practical learning and clinical experience were approved as presented, (Ware/Marshall) unanimous.

11. REGULAR AGENDA

*** A. Motion Items**

- 1) Kevin Trutna, Superintendent/President, requested Approval of Curriculum Actions, and Derek Lerch, Vice-President Instruction/CIO, explained that the request this month involves a number of course revisions. There being no objection, the request for Approval of Curriculum Actions was approved as presented, (Sheehan/Marshall) unanimous.
- 2) Kevin Trutna requested Approval of Faculty Equivalencies. After further discussion and there being no objection, the request for Approval of Faculty Equivalencies was approved as presented, (Sheehan/Marshall) unanimous.
- 3) Kevin Trutna requested Approval of Recommendation to Award Faculty Emeritus Status to Dr. Jeanette Kokosinski, Retired Chemistry/Mathematics Professor. After brief discussion and there being no objection, the request for Approval of Recommendation to Award Faculty Emeritus Status to Dr. Jeanette Kokosinski, Retired Chemistry/Mathematics Professor was approved as presented, (Johnston/Marshall) unanimous..
- 4) Kevin Trutna requested Approval of Associated Students of Feather River College (ASFRC) Constitution and Bylaws, and Policies and Procedures. Gracie Yates, Program Staff Specialist II, Student Wellness Center, provided information on how ASFRC officers developed the constitution and bylaws with student participation and involvement, and she explained that the documents now contain formal language for FRC clubs, and include a section on voting power within the ambassador groups and club representatives. Trustee Sheehan encouraged the group to get appropriate and specific training, so that there is full understanding and compliance with the documents. After additional comments from Evi de Boise, ASFRC President, the request for Approval of Associated Students of Feather River College (ASFRC) Constitution and Bylaws was approved as presented, (Sheehan/Johnston) unanimous.
- 5) Kevin Trutna requested Approval of Tenure. He stated that Saylor Flett is a great employee, and one of the things that impressed him about Saylor is he was one of the first employees to step forward during the pandemic and say he would help with the transition to online instruction using Canvas. Derek Lerch concurred and added that Saylor has very much earned his tenure recommendation. There being no objection or further discussion, the request for Approval of Tenure for Saylor Flett, Professor, Outdoor Recreation Leadership was approved as presented, (Sheehan/Marshall) unanimous.

- 6) Kevin Trutna requested Approval of 2024-2025 Feather River College Academic Employee Contracts. He explained that the item is an annual request and establishes a record of tenured faculty and their compensation steps, along with second year and third year contract employees and their steps. He explained that the item stirs reporting if anyone were to question what step they are at or what salary and stipends they receive. There being no objection or further discussion, the request for Approval of 2024-2025 Feather River College Academic Employee Contracts was approved as presented, (Sheehan/Johnston) unanimous.
- 7) Kevin Trutna requested Approval of Educational Administrator Contracts. He stated for compliance purposes, that on March 14, 2024, the District plans to offer employment contracts to two educational administrators who are beyond probationary timeframes, and the employment agreements contain the following financial terms. Each contract is for two years effective July 1, 2024 and expiring on June 30, 2026, and there is the possibility of annual extensions beyond the expiration date. Dr. Trutna went on to explain that Educational Administrators will continue to receive existing District Health and Welfare benefits consistent with other full-time employees, and will be paid according to the District's administrative salary schedule adopted in Regular Session at the July 2023 board meeting. Dr. Trutna stated that Dr. Derek Lerch, Vice-President Instruction/CIO, would receive a base salary of \$193,341, and Carlie McCarthy, Vice-President, Student Services/CSSO, would receive a base salary of \$193,341. He also stated that consistent with other employees, the District adds to the base salary a doctoral stipend of \$900 annually and a longevity stipend of up to \$3,600 annually for those employees that qualify. There being no objection or further discussion, the request for Approval of Educational Administrator contracts was approved as presented, (Sheehan/ Johnston) unanimous.
- 8) Kevin Trutna requested Ratification of the Quarterly Financial Status Report, CCFS-311Q for the Quarter ended December 31, 2023. There being no objection or further discussion, the request for Ratification of the Quarterly Financial Status Report, CCFS-311Q for the Quarter ended December 31, 2023, was approved as presented, (Sheehan/Johnston) unanimous.
- 9) Kevin Trutna requested Approval of BP 5020, Non-Resident Tuition. There being no objection, the request for Approval of BP 5020, Non-Resident Tuition, was approved as presented, was approved as presented, (Johnston/Marshall) unanimous.
- 10) Kevin Trutna requested Approval of BP 5035, Withholding of Student Records. After brief discussion and there being no objection, the request for Approval of BP 5035, Withholding of Student Records was approved as presented, (Johnston/Ware) unanimous
- 11) Kevin Trutna requested Approval of 5040, Student Records, Directory of Information, and Privacy. After further discussion and there being no objection, the request for Approval of AP 5040, Student Records, Directory Information, and Privacy was approved as presented, (Marshall/Sheehan) unanimous.
- 12) Kevin Trutna requested Approval of BP 5410, Associated Student Elections. After further explanation, the request for Approval of BP 5410, Associated Student Elections, was approved as presented, (Sheehan/Ware) unanimous.

- 13) Kevin Trutna requested Approval of BP 7210, Academic Employees, BP 7230, Classified Employees, BP 7240 Confidential Employees, and BP 7250 Educational and Classified Administrators. There being no objection, BP 7210, Academic Employees, BP 7230, Classified Employees, and BP 7250, Educational and Classified Administrators were approved as presented, (Marshall/Johnston) unanimous
- 14) Kevin Trutna requested Approval of Recommendation for California Community College Trustees (CCCT) Board Election. After further discussion, the request for Approval of Recommendation for California College Trustees (CCCT) Board Election was approved as presented, (Sheehan/Johnston) unanimous.

B. Roll Call Items

None

C. Special Items/Reports

- 1) Morgan Turner, Vice-President Business Services/CFO, presented the District's Monthly Financial Status report as of February 29, 2024. She reported that the District did receive its first and second quarter interest, which amounted to \$711,000 when combined, and that the District can expect third and fourth quarter interest to be about the same because the market suggests interest rates will not change very much. Ms. Turner reported on state cuts to prior year revenue of \$584,000, and a 3.55% cut recently announced by the state to current revenue, which the Business Office has already booked to be paid.
- 2) Kevin Trutna shared the Public Notice of the Initial Proposal the District received from the Feather River College Federation of Teachers, Associate Faculty Chapter #4615 AFT/CFT AFL/CIO.
- 3) Kevin Trutna shared the Public Notice of the Initial Proposal from the District to the Feather River College Federation of Teachers, Associate Faculty Chapter #4615 AFT/CFT AFL/CIO.
- 4) Gracie Yates provided a report to the board of trustees on student leadership from both the fall semester and what is happening currently this semester on campus. She indicated that the ASFRC officers as a leadership group have been instrumental in their campus presence and put focus on showing what student advocacy and student leadership looks like at FRC. She added that the group has grown campus clubs, worked with the Student Senate for California Community Colleges as a Region One Delegate, and developed the ASFRC Constitution and By-Laws. She shared that the Meet and Greet for ASFRC Officers was a success, and the plan is for this to continue, along with keeping communication between students and administration open to address concerns.

Evi de Bois, ASFRC Vice-President, reported that she is currently the Vice-President of the Science Technology, Engineering, and Mathematics (STEM) Club, and the English Club, and she and others work hard and work together creating events that are popular and fun, and keep them going.

Michelle Petroelje, Director of Student Support Services (SSS), stated that it is exciting to see the clubs come back to life after the COVID-19 disruption, because it is a retention initiative described in the Equity Plan. She explained that the Student Equity & Achievement (SEA) budget provides hours for students working on their clubs, and stipends for faculty that devote their time to these student projects. Ms. Petroelje also explained the process on how student ambassador selection works for the Student Ambassador Program, and how important these students are because they help run student orientations, Week of Welcome, and many of the student events. Trustee Sheehan stated that he is encouraged with the new roles he sees being developed, and he recommended that administration provide whatever training should become necessary.

- 5) Derek Lerch provided a report to the board of trustees on Full-Time Equivalent Students (FTES). He stated there is a reasonably clear picture of the enrollment right now, and it appears that our spring enrollment appears to be a step ahead of where the college has been the past couple of spring semesters. He added that this semester has seen one of the highest spring enrollments in FRC's history in terms of on campus and distance education FTES. He reviewed the backup information, and reported that the college appears to be on track to meet or exceed enrollment production from last year.
- 6) Derek Lerch presented information on the curriculum approval process at Feather River College by explaining that a curriculum proposal, whether it is a course proposal or program proposal, usually originates from a faculty member because they are experts in their field and are in touch with the trends in their area of study. He further explained that all proposals go to the Curriculum Committee, Academic Senate, the Board of Trustees, and then on to the Chancellor's Office for its approval where it is placed in an inventory of programs and courses.
- 7) President McNett and Trustee Johnston provided an overview of their attendance at the annual Community College League (CCL) Effective Trustee Conference in January 2024. She stated that there is always something to learn at the conference, and this year she attended a session on the Form 700, to be sure she is completing it correctly, and other sessions she found informative and timely were cybersecurity, and part-time benefits. President McNett reported that the challenge of the workshops is that they tend to focus on larger college perspectives. He added that he did speak to CCL staff about the possibility of having a caucus of small and rural colleges included next year, and that the fiscal session he attended emphasized the uncertainty created by the changes in the Student Centered Funding Formula (SCFF).

D. Communications, Presentations, and Reports

1) Board of Trustees

Trustee Marshall announced that the Longboard Races are a go for Sunday, March 17, 2024.

Trustee Johnston announced that Plumas Rural Services is supporting an intern from Leslie Mohawk's class, and the young man will be working on some mental health, suicide prevention issues and following up with fire survivors on their service delivery costs.

President McNett reported that he and Linda Batson attended a recent session where English students were sharing their poetry, and it was enjoyable and reminds him every day the good that FRC does.

2) **Associated Students**

No Report

3) **Academic Senate**

Becky Easley, Academic Senate President, reported that the Academic Senate was saddened to learn that students at FRC behaved in a racist manner during the fall semester, and many did not know if the college took discipline against the student(s). She explained that Kevin Trutna and Carlie McCarthy responded quickly to the inquiry with information that outlined all of the questions. Dr. Easley also read a statement on the Academic Senate's stand on racism, and she explained that she also sent it out to the entire campus via email.

4) **Classified Senate**

Sean Whaley, Classified Senate President, reported that the Classified Senate is deliberating on how to use new professional development funds, and the Rose Cortez Memorial Scholarship is open for applications and the review process will begin soon.

5) **Instruction**

Derek Lerch updated the board of trustees on FRC's progress in the accreditation process. He reminded the board members that the timeline to submit the Institutional Self-Evaluation Report (ISER) is August 1, 2024, and the Accreditation Team is finalizing the ISER now, with the goal of having one more campus-wide review before the end of the semester. He noted that he feels good about where the team is in terms of how much work there is left to do, and that the document is high-quality and well-written to the new standards.

6) **Student Services**

No Report

7) **Superintendent/President**

Kevin Trutna reviewed articles from his written report including the success of the FRC Inaugural Job Fair held on March 6, 2024, and led by Carolyn Shipp and Gabe Miller, FRC Internship Directors in partnership with the Alliance for Workforce Development. He highlighted and congratulated Sarah Dimick, Director of Disability Support Program for Students, for her selection by the Association on Higher Education and Disability (AHEAD) to a panel of directors to discuss accommodation processes in correctional settings.

There being no further business, the meeting adjourned at 3:06 p.m.

KT/ch

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