

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

PUBLIC HEARING – FINAL BUDGET 08/09

A public hearing on the Final Budget for FY 2008/09 was called to order by Board President Bill Elliott at 3:05 p.m. on September 25, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

President Elliott asked three times if there were any comments on the Feather River College Final Budget for 2008/09. There being no comments, President Elliott declared the public hearing closed.

President Elliott called the regular meeting of the Feather River Community College District Board of Trustees to order at 3:07 p.m. on Thursday, September 25, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, CA.

Trustees present: Elliott, Burkey, West, Student Trustee Scoma
Trustees absent: Schramel, Sheehan

The regular and consent agendas for the September 25, 2008 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Burkey/West) unanimous.

The minutes of the Special Meeting held August 13, 2008 at Feather River College, Administrative Conference Room, 570 Golden Eagle Avenue, Quincy, California and the Regular Meeting held August 21, 2008 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Burkey) unanimous.

A. ITEMS FROM THE PUBLIC

None

B. CONSENT AGENDA

Personnel Actions, Payroll and Commercial Warrants, Budget Transfers and Budget Augmentations and Reductions were approved as presented, (West/Burkey) unanimous.

C. REGULAR AGENDA

*** 1. Motion Items**

a) Jamie Cannon, Classified Senate President, requested Approval of Revised Classified Senate By-Laws. She stated that the correct version of the by-laws had been placed in Board packets for review and that revisions include references to the College's shared internal governance structure per AP 2510, Participation in Local Decision Making, and revisions to the structure of Classified Senate membership dues and how they are utilized. There being no objection or further discussion, the request for Approval of Revised Classified Senate By-Laws was approved as presented, (Burkey/West) unanimous.

b) Ron Taylor, Superintendent/President, requested Approval of Board of Trustee Meeting Dates January 2009 through December 2009. Dr. Taylor stated that the dates listed in the agenda were the traditional third Thursday of every month. He requested that the Board consider changing the March 19, 2009 meeting to March 12, 2009 because of the possibility of personnel action being needed prior to March 15, 2009. He also stated that, unrelated to the 2009 calendar, he would like to request that the Board of Trustees consider meeting on October 23, 2008 instead of October 16, 2008, as he, Trustee West, and Dennis Bailey-Fougner, Chief Student Services Officer, will be in San Diego at a fundraising symposium. There was additional discussion regarding meeting locations and Dr. Taylor stated that he would work on arranging Board of Trustee meeting dates in the Chester, Greenville, and Portola areas. Dr. Taylor also recommended that the December 18, 2008 meeting be held on December 11, 2008, in order to accommodate the joint meeting of the Board of Trustees and Feather River College Foundation and Holiday Social banquet held following the meetings. There being no objection, the request for Approval of Board of Trustee Meeting Dates January 2009 through December 2009 was approved as modified, (West/Scoma) unanimous. Additionally, the request for modifications to the October and December 2008 Board of Trustee meeting dates was agreed to by consensus

c) Dr. Taylor requested Approval of Revised Board Policy BP 4050, Articulation. He stated that the main revision to the Board Policy was the elimination of references to the CSUGE and IGETC agreements as there are now Administrative Procedures in place that, in more detail, explain how these educational agreements will be managed. There being no objection or further discussion, the Request for Approval of Revised Board Policy, BP 4050, Articulation, was approved as presented, (West/Scoma) unanimous.

d) Nick Boyd, Director of Facilities, requested Approval to Purchase Campus Bus. He stated that he had appeared before the Board at the August 21, 2008 meeting requesting approval to purchase a 2001 Setra tour bus, and that after receiving additional information on the maintenance records of that bus had decided that it was not a sound purchase for the college. Mr. Boyd explained that he had received additional information regarding another 2001 Setra bus, with very low mileage, that is available for purchase from Coach 21 in San Francisco. Mr. Boyd also explained that he and Richard Mohawk, Chief Mechanic for the Facilities Department, had traveled to San Francisco and

looked at the bus and thoroughly reviewed its maintenance records. He further stated that they have determined that it is both a sound vehicle and good purchase for the College to move forward with. He also stated that the purchase price for the vehicle is \$150,000 and he requested approval to make the purchase and finance the purchase price plus approximately \$10,800 in sales taxes. Trustee West requested information on parts availability for the vehicle and whether or not there was a possibility that the vehicle could be leased out to other schools in the district. Mr. Boyd replied that he had checked into the availability for repair parts for this vehicle and found that they are readily obtainable. He also stated that leasing the vehicle out to other schools would be an area that could be researched and would be subject to Board approval and a liability review of the lease. Chris Connell, Academic Senate President, requested information on what would be done with the bus that the College currently uses for transportation of athletes. Mr. Boyd replied that there is the possibility that the vehicle could be sold, but that it is more likely that the vehicle will be used as a backup vehicle for transportation as necessary. After further discussion, and there being no objection, the request for Approval to Purchase Campus Bus, was approved as presented, (Burkey/Scoma) unanimous.

e) Jim Scoubes, Chief Financial Officer, requested Ratification of Quarterly Financial Status Report CCFS-311Q – Quarter ended (Q4) June 30, 2008. Mr. Scoubes stated that the report reflects an Unrestricted General Fund Balance of \$1,744,099 and that this amount includes ERAF funding that will be returned to the State in February and redistributed to various entities once all apportionments are approved. Trustee Elliott requested verification of the 1,530 FTES number contained in the report and Mr. Scoubes stated that this was the number reported in the July 2008 apportionment report and that a recalculation report to accurately verify the FTES number will be filed in October. Michael Bagley, Chief Instructional Officer, stated that it is important to distinguish between credit and non-credit FTES and that he felt the total for both would be 1,550 FTES. After further discussion, the request for Ratification of the Quarterly Financial Status Report, CCFS-311Q for the quarter ended June 30, 2008 (Q4) was approved as presented, (West/Burkey) unanimous.

f) Jim Scoubes requested Approval of FY 09 Final Budget for Feather River Community College. Mr. Scoubes provided those present with an overview of the 2008/2009 Final Budget that included the three components of the college's apportionment; property taxes, enrollment fees, and state apportionment. He reviewed the property tax shortfall that occurred in 2007/08 and how that shortfall of \$180,000 affected the college and its budget. He also stated that the college would receive restoration for the shortfall in this year's budget in the amount of approximately \$146,000 as early as November 2008. There was further review of the final budget that included apportionment deferral for all community colleges to assist with the cash flow in the State in the months of January, February, and March that total \$250,000,000. He reported that this deferral would amount to \$128,000 monthly for Feather River College during these months, and that the State

would return the funds to the District, along with regular apportionment, in April, May, and June of 2008. There was additional discussion regarding the final budget that included a growth funding potential of 6.68 percent for the current year, enrollment fees that will remain at \$20.00 per credit unit, a .68 percent COLA for general purpose apportionment, and the Cal Grant Program being sustained for the 08-09 fiscal year. After further discussion and there being no objection, the request for Approval of the FY 09 Final Budget for Feather River Community College was approved as presented, (West/Scoma) unanimous.

g) Michael Bagley requested Approval of Emeritus Faculty Status for Full-Time Faculty Retirees. He stated that retirees include Michael Cassity, former English instructor and Director of the Learning Center, Ray Evans, former Biology instructor, Jack Greenspan, former Mathematics instructor, and John Probst, local author and former instructor in Humanities, Music and English. Dr. Bagley added that this status will formally acknowledge and maintain ties to valuable full time faculty after they retire, and he also stated that an Administrative Procedure was developed that outlines the eligibility, nomination, review, and other procedures involved with the status. Chris Connell, Academic Senate President, commented on the process and he stated the Academic Senate felt it was important to acknowledge the many accomplishments of these individuals in a long life of service to education and their communities. There being no objection, the request for Approval of Emeritus Faculty Status for Full-Time Faculty Retirees was approved as presented, (Scoma/Burkey) unanimous.

h) Ron Taylor requested Approval of Superintendent/President Performance Objectives 2008-09. Dr. Taylor stated that an attachment outlining sixteen objectives for the year had been provided for review in Board packets. He stressed that he felt the objectives outline the focus of areas that he needs to be working on as an individual while maintaining an alignment and folding of the objectives into the Strategic Plan. Trustee Elliott stated that he had talked previously with Dr. Taylor and that he has had an opportunity to review and discuss the objectives and was pleased with the draft. Trustee Burkey stated that she was especially pleased with objective number eight regarding a desire to improve college-community relations. After further discussion, the request for Approval of Superintendent/President Performance Objectives 2008-09 was approved as presented, (West/Burkey) unanimous.

i) Dennis Bailey-Fougner, Chief Student Services Officer, requested Approval of Degree Partnership Program Agreement with California State University, Chico. He stated that the agreement is similar to an articulation agreement, but differs in that it allows students to combine financial aid while they are enrolled at both institutions and encourages additional articulation and cooperation between the schools while increasing completion rates for transfer and degree seeking students. After further discussion and there being no objection, the request for Approval of Degree Partnership Program Agreement with California State University, Chico, was approved as presented, (Burkey/West) unanimous.

j) Michael Bagley requested Approval of Curriculum Changes. Dr. Bagley stated that items four through seven of the request focused on the Basic Skills Initiative where curriculum for foundation math and reading and writing skills have been rewritten and replaced with curriculum previously approved by the Board. There being no objection, the request for Approval of Curriculum Changes was approved as presented, (West/Scoma) unanimous.

*** 2. Roll Call Items**

None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Monthly Financial Report as of August 31, 2008. He provided those present with an overview of the Unrestricted General Fund Summary noting that revenues reflected only \$12,204 because the State budget had not been signed and no apportionment had been received. Mr. Scoubes also stated that expenditures as of August 31, 2008 totaled \$1,528,043 or thirteen percent of the budget. He additionally reviewed the Unrestricted General Fund Summary as of June 30, 2008 with any additions, deletions, or adjustments subsequent to the last Board meeting.
- b) Ron Taylor provided a report and update to those present on the status of the Good Neighbor Policy and the current FTES that the college is able to project. He stated that subsequent to previous discussions on the issue, additional studies have been performed and various data has been requested and received on precise student enrollment levels involving Good Neighbor students by program. He indicated that this matters because when it becomes time to set a strategy for exceeding this threshold the College will have to address the fact that these enrollments have been important to individual programs, not just the college as a whole and its budget. Dr. Taylor stated that this will be further discussed at a scheduled meeting of the Enrollment Management Committee during the week of October 6th when he plans to ask the committee to address this issue among others. He also stated that potential strategies could involve changes in the admissions policy, forging reciprocal agreements with other institutions in Nevada, or changing enrollment and recruitment policies in future semesters. Dr. Taylor stated that, if the change were to take place, he would be aiming at having the strategy in place by fall 2009. There was further general discussion regarding the Good Neighbor Policy and what impact exceeding the 1,500 credit FTES threshold will have on the college, its budget, and its programs. Student Trustee Scoma requested information on what recruitment boundaries are currently set for athletic programs at Feather River College, and Dr. Taylor responded that currently the College is limited to recruiting in neighboring community college districts in California, and the College

is able to recruit in Nevada because of Commission on Athletic Rules that apply to our district. Dr. Taylor stated that it is important that a short-term strategy be arrived at in the near future as coaches are already receiving calls from interested individuals who would like to know what their enrollment status will be if they are residents of Nevada and enroll at Feather River College in future semesters.

- c) Ron Taylor provided those present with an update on AP 2712 Conflict of Interest Code. He explained that Plumas County Counsel requires that the College review the policy annually and that under normal circumstances the Board would not review Administrative Procedures as they are simply implementations of Board Policies that are approved by the Board of Trustees. Dr. Taylor further stated that there has been a slight modification to the policy in that the gift limit amount, by law, was increased. He also informed Board members that they would be receiving a copy of the modified procedure via mail, and that the copy might also include additional modifications that were recently brought to his attention by Cameron Abbott, Director of Human Resources, but have yet to go through the Cabinet approval process.

4. Communications, Presentations, and Reports

a) Trustee Reports

Student Trustee Scoma reported that ASFRC has been active with several student clubs on campus including SIFE and TRIO, and that they plan to play a more active role on campus and in student events and activities.

Trustee West commented that she appreciated the goals and objectives submitted by Dr. Taylor and felt that it is important that they be established for the campus and the community. Trustee Elliott also acknowledged Dr. Taylor's effort, presence, and participation in community events, and stated that his involvement is important in establishing positive relations with citizens in Plumas County.

b) Associated Students

No Report

c) Academic Senate

Chris Connell reported that the Academic Senate has turned their attention to issues involving pre-requisite requirements so that students are placed in proper classes. Dr. Connell also stated that it is a complicated issue but one that does ensure quality in the classroom, and he commended Dr. Tom Heaney, History Instructor, on his pro-active work in this area. Dr. Connell also stated that the Senate continues to work on curriculum, formulate job descriptions, and form a committee structure for the ISP program.

d) Classified Senate

No Report

e) Instruction

Michael Bagley reported that the Student Learning Outcome Assessment Cycle Committee (SLOAC) met for the first time today. He also stated that this committee is part of the Strategic Plan and the Education Plan and that accreditation for the college is heavily based on how well the college assesses and improves deficiencies in Student Learning Outcomes as well as other college processes. Dr. Bagley also stated that Student's in Free Enterprise (SIFE) is sponsoring an "All You Can Eat" pancake breakfast fundraising event, Saturday, September 27, 2008, at the Eagle's Perch restaurant on campus, and he extended an invitation to those present to attend the event if their schedules allowed.

f) Student Services

Dennis Bailey-Fougner reported that he is impressed with how active students involved with ASFRC have been on campus this semester. He added that there are approximately twenty students involved with the program when last year there was four, and that every event they have organized this year has been energetic, fun, and well attended by students and staff. Mr. Bailey-Fougner also stated that Banner implementation is moving forward and that on-line registration for students is scheduled to go live the last week of October. He additionally stated that on October 10, 2008, Feather River College, the League of Women Voters, and the Quincy Chamber of Commerce will co-sponsor the debate between Tom McClintock and Charlie Brown, both candidates for Congress, at the Veterans Hall in Quincy. Mr. Bailey-Fougner also stated that October is Abilities Awareness Month and that the Disabled Students Programs and Services (DSPS) Department has scheduled a series of events for the month including, "The Way Bobby Sees It", a movie about Bobby McMullen, a mountain biking enthusiast who participates in the extreme sport and is unable to see.

g) Superintendent/President

Ron Taylor stated that he is also impressed with the level of student activity on campus and he added that student leadership is certainly rising to the challenges and opportunities their positions present. Dr. Taylor also stated that he and Michael Bagley had recently met with Trustee Burkey and community leaders in the Chester area regarding plans for a college presence in the Chester/Lake Almanor area, and that a needs assessment for that area, and other county areas, is planned as a follow up to the meeting. He also commented that he had met with Portola Rotarians recently and that he enjoyed meeting the community members who were present at the meeting and that they had knowledge of FRC programs, specifically the Equine Studies Program. Dr. Taylor also reported that he and Dennis Bailey-Fougner along with Trustee West would be traveling to San Diego in early October to attend a conference on fundraising, and that he sees this as a first step in increasing the potential for fundraising at the college. Dr. Taylor also stated that a Campus Community meeting is planned for October 10, 2008, and that the agenda will focus on strategic objectives as a college, the Good Neighbor Policy, enrollment, recruitment, and the budget for the coming year. He additionally stated that with the passing of the State budget, the Learning

Resource Center construction would begin in earnest, and that there will be more to report on this in the near future.

Russell Reid, Director, Equine Studies, reported that the Feather River College Rodeo Program will host the first rodeo of the season Friday, September 26th through Sunday, September 28th at the fairgrounds in Quincy, and he extended an invitation to all those present to attend the event. He also stated that admission is free and that the program is again promoting the "Touch Enough to Wear Pink" fundraiser on Saturday in support of the local Quincy "Breast Cancer Awareness" group, an organization whose total annual budget is funded as a result of this special event.

There being no further business, the meeting was adjourned at 5:10 p.m.

RT/ch