

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

Trustee Schramel called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 3:12 p.m. on Thursday, October 13, 2011 at Lake Almanor Fitness, 160 Cedar Street, Chester, California.

Trustees present: Schramel, Shamberger, West, Student Trustee Burfiend
Trustees absent: Elliott, Sheehan

Trustee Schramel announced that the Board had met in Closed Session and that no action had been taken.

The regular and consent agendas for the October 13, 2011 meeting at Lake Almanor Fitness, 160 Cedar Street, Chester, California was approved as presented, (Shamberger/West) unanimous.

The minutes of the Regular Meeting held on September 15, 2011 at Feather River College Learning Resource Center Room #105, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (West/Shamberger) unanimous.

A. ITEMS FROM THE PUBLIC

Garn Pringle, General Operations Manager, Lake Almanor Fitness Center (LAFC), welcomed the Feather River College Board of Trustees to the facility and thanked them for traveling to the Chester Lake Almanor end of the County. Mr. Pringle introduced LAFC staff members Bunny Pringle, Jane Scott, Jennell Verderber, Warren Metcalf, Dawn Lee, Sieglinde Wyles, and Dave Alcorn who were present and recognized employee, Jane Hilliard who was unable to attend the meeting. Mr. Pringle also stated that everyone at the facility has consistently expressed their support for the partnership between Feather River College and the Lake Almanor Fitness Center. Mr. Pringle also introduced community and business professionals, Sherry Thrall, Plumas County Supervisor District III, Kim James, Manager, LAACC, Kate West, Editor, Chester Progressive, J.R. Thompson, Mt. Lassen Log Homes, and others who were in attendance and wanted to show their community support. He additionally noted that Susan Bryner, Executive Director Lake Almanor Area Chamber of Commerce (LAACC), wanted to be present but is out due to illness and has expressed her support.

B. CONSENT AGENDA

Personnel Requisitions, Personnel Actions, Payroll and Commercial Warrants, Budget Transfers, Budget Augmentations and Reductions, Ratification of Agreement between Feather River Community College District and Central California Inland Fisheries and Kokanee & Salmon Foundation,

Inc. for conducting educational, research, and enhancement activities regarding California Sport Fisheries, and the Ratification of Agreement between Feather River Community College District and the Yosemite Community College District, Child Development Training Consortium (YCCD/CDTC for implementation of the 2011-2012 Child Development Training Consortium Program were approved as presented, (Shamberger/West) unanimous.

C. REGULAR AGENDA

*** 1. Motion Items**

a) Derek Lerch, Dean of Instruction/CIO Interim requested Approval of Curriculum Actions. Dr. Lerch stated that prior to the Board's approval of the item, he would like to request that item number 34 on page one of the backup documentation, "BUS172 – Soft Skills for the Workplace – New (Schulz)" be removed from the list as it was included in error and should *not* be retired. He also stated that the action item request also involved material related to the offering of a new associates degree for transfer (AA-T) in Early Childhood Education (ECE) that is associated with newly passed legislation, SB 1440, The Student Transfer Achievement Reform Act that guarantees admission to a California State University (CSU) for any community college student who completes the transfer degree. After further discussion related to why courses are retired, the request for Approval of Curriculum Actions was approved as amended, (West/Shamberger) unanimous.

b) Jamie Cannon, Director of Human Resources, requested Approval of BP 7320, Consensual Amorous Relationships. After further discussion and there being no objection, the request for Approval of BP 7320, Consensual Amorous Relationships was approved as presented, (Shamberger/West) unanimous.

c) Jim Scoubes, Chief Financial Officer, requested Approval of BP 6333, District Credit Cards. He stated the Board Policy was developed in response to a recommendation from the District's auditors that a policy be developed for the purpose of providing adequate controls over the District's use of credit cards. After further discussion and there being no objection, the request for Approval of BP 6333, District Credit Cards was approved as presented, (Shamberger/Burfeind) unanimous

d) Jim Scoubes requested Approval of Plumas Bank and Bank of America Authorized Signatories as of October 13, 2011. After further discussion and there being no objection, the request for Approval of Plumas Bank and Bank of America Authorized Signatories as of October 13, 2011 was approved as presented, (West/Shamberger) unanimous.

e) Karen Pierson, Chief Student Services Officer, requested Approval of 2011-2012 Feather River College Transfer Plan. Dr. Pierson introduced Jodi Beynon, Program Manager, Transition Services who explained that approval of the District's transfer plan is an annual request and that this year she

included for the Board's information charts reflecting the transfer rates for Feather River College versus the statewide average. After further discussion and there being no objection, the request for Approval of 2011-2012 Feather River College Transfer Plan was approved as presented, (Shamberger/West) unanimous.

f) Derek Lerch requested Approval of Fall 2012/Spring 2013 Academic Calendar. After further discussion and there being no objection, the request for Approval of Fall 2012/Spring 2013 Academic Calendar was approved as presented, (Shamberger/West) unanimous.

* 2. Roll Call Items

None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Quarterly Financial Status Report as of September 30, 2011. He reviewed the UnRestricted General Fund Summary with those present and he noted that revenues for the period totaled \$2,078,162 in comparison to last year's revenue totals of \$377,141 when there were cash flow concerns due to the State not having passed a budget. Mr. Scoubes also reported that expenditures for the period totaled \$2,864,508 or 25% of the budget in comparison to last year's total of \$2,481,334 with the difference having to do with the District having more funds this year to make payments on some of its expenditures not paid last year. Mr. Scoubes also briefly reviewed the backup documentation on the report that included summaries of the Restricted General Fund, Child Development Fund, Capital Outlay Fund, Retiree Benefits Fund, and Student Financial Aid Fund, as well as the Plumas County Treasurers Report as of August 2011 and the Financial Progress Report for the Learning Resource Center and Technology Building.
- b) Derek Lerch provided those present with information and an update on current enrollment numbers for Feather River College. He stated that he had provided general statements regarding enrollment at previous meetings but that he had been asked to provide a more concrete report on where the College stands currently with regards to FTES. Dr. Lerch reported that the FTES target for 2010/2011 was 1,623 FTES and that this target number remains the same for 2011/2012 in terms of what the College wants to achieve. He also reported that whether or not this number remains the same can depend on what happens with the State budget and whether or not mid-year cuts are enacted. He also explained how enrollment in short-term, weekend, and second nine-week courses affects the ability to exactly predict what the enrollment numbers are, however he did report that as of December 31, 2010, enrollment between summer of 2010 and fall of 2010 was 900.8 FTES in comparison to 842.7 FTES for 2011 as of about ten days ago, a difference of about 58 FTES. Dr. Lerch explained that another ten or 20 FTES could roll in as short-term classes end and in addition another important aspect of the enrollment

picture is the manner in which classes that straddle the academic year are counted and that this can provide flexibility as the College has some extra enrollment that it can move into this academic year to assist with the difference. He additionally reported that another reason for the lower FTES number now is that during the summer preliminary steps to meet the possible budget reduction to community college was to trim back offerings in the Incarcerated Student Program (ISP) for fall 2011 and that some of the spring 2012 offerings will be restored in this area. Dr. Lerch reported that the spring 2012 schedule is in the process of being printed at this time and looks very much like the spring schedule of the previous year. Trustee West inquired how the release of state inmates to county facilities might affect ISP enrollment levels and Dr. Lerch responded that many of the inmates, as he understands it, that are currently scheduled to be moved to county facilities are already nearing their parole dates and that the director of the ISP program has tried to ensure that students who enroll in the program will be there for the full length of time it takes to complete a degree program.

- c) Merle Trueblood, Director of Athletic Operations and Events, stated the Board has already been exposed to the enthusiasm of Garn Pringle and he would like to add that the partnership between Feather River College and Lake Almanor Fitness has been successful because of the support received from Mr. Pringle, his staff, and the Chester Lake Almanor community. He reported that the facility is responsible for approximately 40 FTES and the environment is always positive. Mr. Trueblood added that he expects that the upcoming introduction of community education classes under Karen Pierson's leadership to be met with the same type of enthusiasm and support.

Garn Pringle stated that the relationship between Lake Almanor Fitness and Feather River College is mutually beneficial and will continue to remain that way. He also introduced Ms. Tracey Smith, Vice-President of Plumas Bank who was present and he stated that Ms. Smith echoes the sentiments of other community leaders that support the Lake Almanor Fitness Center and its relationship with Feather River College. He also explained some of the curriculum currently offered in the area of lifelong health and fitness and he noted that instructors at the facility continue to focus not only on the needs of the curriculum but also on the individual. In closing comments, Mr. Pringle stated that Feather River College is well represented in the Lake Almanor area and he would encourage the Board of Trustees to continue the relationship and expand it as it is able to be expanded under the current constraints of the economy.

4. Communications, Presentations, and Reports

- a) Board of Trustees**

No Report

- b) Associated Students**

Student Trustee Burfeind, in the absence of Will Denison, ASFRC President reported that “Fright Night” is currently being planned for October 28th through October 30th.

c) Academic Senate

Rick Stock, Academic Senate President, reported that the Academic Senate met on October 12th and that emotions and sentiments regarding new faculty hires was discussed and it is apparent that many of the faculty on campus are of the opinion that there should be more full-time faculty at Feather River College. He added that along with the use of some guiding documents, the decision regarding faculty hires is also heavily influenced by the relationship with the Council on Instruction which includes the division chairs, Dean of Instruction and others and that there seems to be a strong voice now to use the opportunity to strengthen the General Education core which would include anthropology, sociology, possibly English, or humanities. In closing comments, Mr. Stock reviewed some of the other guiding documents used to make decisions regarding faculty hires and he noted that he would be reporting back with additional news if there was any at the November Board of Trustees meeting.

d) Classified Senate

Connie Litz, Classified Senate President, reported that many members of the Classified Senate participated recently in professional development activities held Monday, October 10th. She also reported that members have also been working on revisions to its constitution bylaws and committee representatives are being asked to report back on committee activities to improve communication and understanding among its members. Ms. Litz additionally reported that payment of dues towards scholarship funding for students can now be payroll-deducted making it easier for members to increase the scholarship fund.

e) Instruction

Derek Lerch reported that faculty flex day workshops took place on Monday, October 10th and in addition a continental breakfast and lunch was provided for staff by the Office of Instruction and Office of the President to say, “thank you” for their work on the accreditation self-evaluation. He added that the deadline for most College employees for input on the document has passed and others will be working on it nearly full-time until it’s completed. He also reported that the institution is in a fairly tight time-line with regards to the self-evaluation and that Dr. Chris Connell, English Instructor, is working hard to incorporate recommendations and requests for modifications. Dr. Lerch additionally reported that a self-imposed deadline of mid-November exists to have the document finished and in the hands of Board members. There was further discussion of the accreditation self-evaluation and Dr. Lerch asked those Board members present for permission to send completed sections of the self-evaluation to their email addresses so they can begin the review process ahead of time and there was consensus. Dr. Lerch continued his report by mentioning that the College is currently undergoing an application for substantive change with the Accrediting Commission because of the modality in which it delivers its ISP program and that this is something

colleges must do when they change the way they do things in a substantial way. He also reported that the District is in the process of reevaluating District boundaries due to census information collected last year and that he will have additional information on this issue to report next month.

f) Student Services

Karen Pierson reported on an upcoming grant partnership with Plumas Rural Services that will work to prevent violence towards women with focus on youth and she explained that Feather River College is a partner in that it will be able to house and support a part-time counselor on campus to provide professional outreach and educational services to those who are in need of these resources. She also reported that the Community Host Program is up and running with twelve family hosts and twelve happy students participating, and that as the new College liaison to the program she sees a capacity for growth. Dr. Pierson additionally reported that the Diversity Committee is active and has partnered with Disabled Students Programs and Services (DSP&S) to sponsor disability awareness activities during the month of October and that the Committee has also planned three events in the month of November, one focused on veterans, one focused on Thanksgiving Day heritage, and one focused on an Hispanic culture celebration called, "Day of the Dead". In closing comments, Dr. Pierson reported that a Threat Assessment Team has been formed at the College to focus on safety and preventive issues with regards to students that might pose a threat to themselves or others.

g) Superintendent/President

Ron Taylor reported that he was glad to hear Dr. Pierson report on October being, "Disabilities Awareness Month" and that while the College is often preoccupied with other things; it does celebrate diversity reasonably well. He also reported that he just returned from Portland, Oregon, where he was privileged to attend a conference sponsored by the National Association of Community College Entrepreneurship (NACCE) about entrepreneurship education. He explained that while he learned a good deal at the conference about the entrepreneurship movement worldwide, he was also entertained and privileged to watch Amy Schulz, SIFE Advisor, compete nationally for a grant in an, "elevator pitch" atmosphere where she was successfully awarded the \$7,500 grant to round out her offerings and support her projects locally. He also reported that he was present to watch Feather River College student, Gina Rangel, read her national-award-winning essay regarding her student life experiences and participation in Students in Free Enterprise (SIFE) which was a heart-warming experience for everyone present.

Dr. Taylor additionally reported that he was asked to report to the Chancellor's Office regarding the District's work on Board ethics and conflict of interest policies and he is pleased to report that the District is fully compliant in this area. He also mentioned that Trustees should have received a statewide communication from the trustees organization about the report that just came out from the Student's Success Task Force organized by the Board of Governors on how colleges are doing on assisting students with achieving their degrees, staying in school, and completing their courses. He

provided further explanation of the task force's findings and he noted that the Board of Governors will look at the recommendations and formalize them in January.

Dr. Taylor reported that there is nothing new to report right now on the budget but as revenue reports continue to come in, people are looking with anxious eyes to December when triggers may be pulled on additional cuts to community college and K-12 institutions statewide. Dr. Taylor added that it is virtually certain that students will pay \$46.00 per unit for enrollment fees beginning in summer 2012 which concerns him with regards to not only the fiscal situation but with enrollment patterns as well.

Dr. Taylor reported that Governor Brown signed a particular bill which was designed to streamline the process for community college districts when they need to change their voting process in response to the analysis of census information and redistricting. In closing comments, Dr. Taylor reported that thanks to the work of faculty member Judy Mahan, supporters of Mayers Memorial Hospital and its Foundation donated approximately \$35,000 in funding to ensure that a new cohort for the program is started next year in the Fall River Mills area.

There being no further business, the meeting was adjourned at 4:38 p.m.

RT/ch