

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President Ware called the Regular Meeting of the Feather River Community College District (FRCCD) Board of Trustees to order at 2:02 p.m. on Thursday, May 20, 2021, via a Zoom virtual platform.

Trustees present: Ware, Elliott, McNett, Sheehan

Trustees absent: Student Trustee Wilson

2. Public Comment on Closed Session Items:

There was no public comment on Closed Session items.

3. Adjournment to Closed Session:

The meeting was adjourned to Closed Session at 2:02 p.m.

4. Reconvene to Open Session:

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

Trustees present: Ware, Elliott, McNett, Sheehan, Student Trustee Wilson

Trustees absent:

5. Closed Session Announcement:

President Ware announced that the Board of Trustees had met in Closed Session and that the goal of the Feather River College (FRC) Board of Trustees in negotiations is to adopt a prudent budget while at the same time attracting and retaining the highly specialized and qualified employees that Feather River College is known for. FRC's approach to the current negotiations with the Associate Faculty unit is consistent with this same goal. The Board of Trustees strives to be at or above the average salary of peer institutions for all employees. The Board benchmarks faculty compensation structure to be competitive with five small, similar single-college districts in the State of California (Siskiyou, Lassen, Tahoe, Palo Verde, and Barstow). Knowing that the college's primary mission is to serve students, it is the position of the Board that students ultimately benefit when a contract is structured allowing the district to remain fiscally stable and prepare for unknown budget crises, while at the same time providing resources necessary to offer excellent educational programs. The Feather River College Board of Trustees has fully authorized its negotiating team to work with the Reverend Matt Warren in his role as lead negotiator and Associate Faculty President to achieve these goals. The District has presented a fair offer that addressed the top priorities identified by the Associate Faculty unit, and maintains their compensation that is currently 27% higher than peer institutions for the highest salary comparison. Additional office hours are further offered to Associate Faculty available outside of the classroom. The District's offer maintains, and further expands, assistant coaching pay higher than any Golden Valley Conference counterpart, acknowledging their vital importance to student-athlete support at Feather River College. The Board of Trustees is hopeful that a final agreement can be reached with the goal of preserving the standing for Associate Faculty salaries above their peers. At the same time, the Board of Trustees must

oversee the entire college district operations and cannot accept negotiation offers that commit over \$1 million in new, additional compensation to a singular bargaining unit that escalates a compensation structure already above peer levels. The Board is confident that an agreement based upon the principles above can be reached soon.

6. Agenda:

Trustee Elliott commented that it is his understanding that Regular Agenda Item #11A6, Approval of Strategic Plan, is going to be pulled from the agenda for further discussion at the board retreat and there was consensus. There being no objection or further discussion, the Regular and Consent Agendas for the May 20, 2021, meeting of the FRCCD Board of Trustees via Zoom were approved as amended, (Sheehan/Elliott).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

7. Minutes:

The minutes from the April 15, 2021, meeting of the FRCCD Board of Trustees via Zoom were approved as presented, (McNett/Sheehan).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

8. Items from the Public:

The board of trustees heard public comment on Closed Session Agenda #a from the Reverend Matthew Warren, Associate Faculty Union President, Stacey Svilich, Student Support Specialist and history instructor, Sarah Ritchie, Head Volleyball Coach, and Michelle Petroelje, Director of Student Support Services and biology instructor. Public comments focused on the value, dedication, hard work and other contributions made by members of the associate faculty and how the \$9,500 stipend for assistant coaches should be reviewed and increased.

9. Recognition of Retiring Classified and Faculty Employees – Kevin Trutna

Kevin Trutna recognized retiring classified employee Kelly Conner-Hall, Program Coordinator Incarcerated Student Program (ISP), and retiring faculty members Dr. Darla DeRuiter, Environmental Studies and Outdoor Recreation Leadership Professor, and Chuck Mills, Equine Studies Professor on their respective retirements from the District.

10. CONSENT AGENDA

*** A. Motion Items**

There being no objection or any discussion, 1) Ratification of Personnel Requisitions, 2) Ratification of Personnel Actions, 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentations, 6) Approval of Memorandum of Understanding

(MOU) for Adventures in Learning between Plumas County Office of Education (PCOE), Plumas Unified School District (PUSD) and Feather River Community College District (FRC) for FRC's Outdoor Recreation Program (ORL) to provide program outings and activities to include river rafting, canoeing, and snow shoeing under the direction of Saylor Flett, ORL Instructor and Rob Wade, PCOE Outdoor Education Coordinator, 7) Approval of Allocation Grant Agreement for \$28,000 for Strong Workforce Program, North Far North Regional Consortium (NFNRC) between Butte-Glenn Community College District on behalf of its Career and Technical Education Department (District) and Feather River Community College District (Consortium Member) for Consortium Member to perform the work set forth in Exhibit A, Statement of Work to offer courses in programs that are impacted or for which there is insufficient allocation of FTE to promote expedient completion effective April 1, 2021, through June 30, 2022, 8) Approval of Allocation Grant Agreement for \$40,000 for Strong Workforce Program, North Far North Regional Consortium (NFNRC) between Butte-Glenn Community College District on behalf of its Career and Technical Education Department (District) and Feather River Community College District (Consortium Member) for Consortium Member to perform the work set forth in Exhibit A, Statement of Work with the focus on customization of local career education outreach effective April 1, 2021, 9) Approval of Allocation Grant Agreement for \$333,934 for Strong Workforce Program, North Far North Regional Consortium (NFNRC) between Butte-Glenn Community College District on behalf of its Career and Technical Education Department (District) and Feather River Community College District (Consortium Member) for Consortium Member to perform the work set forth in Exhibit A, Statement of Work to enhance the structure that will support enrollment growth in agriculture through improved and expanded curriculum, better equipment, and a more robust partnership with secondary school and industry effective July 1, 2020, through June 30, 2022, 10) Approval of Inspection Maintenance Agreement for \$6,500 between Delta Fire Systems (Company) and Feather River College (Subscriber) for Delta Fire Systems to inspect annually during the month of May subscribers fire sprinkler systems for a five-year term, 11) Approval of License Exchange and Enhancement Order Form for \$145,820 between Ellucian Company L.P. (Ellucian) and Feather River Community College District (Client) for subscription software and Cloud software effective May 1, 2021, through April 30, 2026, 12) Approval of Instructional Service Agreement (SA) between Feather River Community College District (District) and Sierra Buttes Trail Stewardship (Agency) for Agency to provide instructional and other services for Outdoor Recreation Leadership programs as described in agreement, 13) Approval of Letter of Engagement for Services for \$57,500 between Crowe LLP (Crowe) and Feather River Community College District (Client) for Crowe to audit and report on the financial statements of Client for the year ending June 30, 2021, 14) Approval of Horse Pasture Lease Agreement not to exceed \$6,000 annually between Feather River Community College District (Lessee) and Victoria A. Shea (Lessor) for lessor to lease horse grazing rights to lessee on Shea Ranch acreage described in agreement effective May 2021, and continuing through November 30, 2021, or upon removal of last horses in 2021, 15) Approval of Grant Sub-Agreement not to exceed \$87,183 between Citrus Community College District (CCCD) and Feather River Community College District (Subcontractor) for Proposition 39 district fund reimbursement, and 16) Approval of Memorandum of Understanding (MOU) for \$3,999 between Pinnacle Evaluation Services and Feather River College Upward Bound (UB) grant project for Pinnacle Evaluation Services to review UB grand proposal and additional documentation and issue a written report of

evaluation findings within 21 days of evaluation visit effective for the 2019-20 project year and the 2020-2021 to date year were approved as presented, (McNett/Sheehan).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

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, (McNett/Sheehan).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

- 2) Kevin Trutna requested Approval of Feather River College 2021-2022 Tentative Budget. Prior to turning the discussion over to John Ives, Vice-President Business Services/CFO, Kevin Trutna explained that the 2021-2022 Tentative Budget returns the District to the pre-COVID-19 2019-2020 budget numbers for its base, and he described the challenges and uncertainty the system and country has faced and the changes that have taken place within budget development for higher education over the previous 12 months. John Ives referred those present to page five of the Tentative Budget booklet and he reviewed the May 4, 2021, memorandum to Kevin Trutna from the Budget Committee. He also reviewed each assumption listed in the \$17.8 million Unrestricted General Fund Tentative Budget, and he provided an explanation of page 13 that included budgets from prior years. Questions from Trustee Elliott on lower property tax numbers associated with the tentative budget were answered, and Trustee Sheehan asked about any anticipated forest revenues associated with the budget. Katie Schmid, Chief Accountant, provided the group with newly received information from the county on a deposit of \$85,007 from 2019-2020 forest revenues that had just been allocated. After further discussion and there being no objection, the request for Approval of the Feather River College 2021-2022 Tentative Budget was approved as presented, (Elliott/McNett).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

3) Kevin Trutna requested Approval of the Quarterly Financial Status Report, CCFS 311Q for the Quarter Ended March 31, 2021, (Q3). John Ives provided further explanation of the report and there being no objection, the request for Approval of the Quarterly Financial Status Report, CCFS 311Q for the Quarter Ended March 31, 2021, (Q3) was approved as presented, (Elliott/Sheehan).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

4) Kevin Trutna requested Approval of Feather River College Equal Employment Opportunity (EEO) Multiple Methods Submission for 2020-2021. After further discussion and there being no objection, the request for Approval of Feather River College Equal Employment Opportunity (EEO) Multiple Methods Submission for 2020-2021 was approved as presented, (Sheehan/McNett).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

5) Kevin Trutna requested Approval of Fall 2022/Spring 2023 Academic Calendar. Derek Lerch, Vice-President Instruction/CIO, provided an explanation of the flex front calendar where the college loads a number of professional development days, also known as flex days, at the start of the academic year to create balance between the fall and spring terms. There being no objection or further discussion, the request for Approval of Fall 2022/Spring 2023 Academic Calendar was approved as presented, (Sheehan/Elliott).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

7) Kevin Trutna 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/McNett).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

8) Kevin Trutna requested Approval to Purchase Hay for Feather River College in Excess of Delegated Limits. After further explanation and discussion, the request

for Approval to Purchase Hay for Feather River College in Excess of Delegated Limits was approved as presented, (Elliott/McNett).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

- 9) Kevin Trutna requested Approval of BP 3570, Smoke and Tobacco Free Environment. He explained that a version of the policy had been previously approved by the board, but additional amendments were made prior to January 1, 2021, and it was sent back through participatory governance to be sure everyone was aware of the changes. He also explained that approval will result in grant assistance opportunities in the form of smoking cessation efforts, publicity, and signage for the campus. Carlie McCarthy, Vice-President Student Services/CSSO, reported that Jesse Williams, ASFRS President, spoke to President's Cabinet on May 5, 2021, to let the group know that the students he spoke with about the policy were supportive of the changes. Amanda Berryhill, Director, Smoke Free High Country Project, introduced herself to the group and explained how the grant is funded and next steps in the process. There being no objection or further discussion, the request for Approval of BP 3570, Smoke and Tobacco Free Environment, was approved as presented, (McNett/Sheehan).

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

B. Roll Call Items

- 1) Resolution #20/21-08 – Recognition of Retiring Classified Employment Kelly Conner-Hall
- 2) Resolution #20/21-09 – Recognition of Retiring Faculty Member Chuck Mills
- 3) Resolution #2021-10 – Recognition of Retiring Faculty Member Darla DeRuiter

The above resolutions were approved as presented by the following roll call vote:

Ayes:	Ware, Elliott, McNett, Sheehan, Student Trustee Wilson
Noes:	None
Absent:	None
Abstain:	None

C. Special Items/Reports

- 1) Kevin Trutna recognized the many contributions of Katie Schmid and he announced that this would be Ms. Schmid's final board meeting with the District. John Ives presented the District's Monthly Financial Report as of April 30, 2021. He reviewed the Unrestricted General Fund Summary reporting revenues of \$13.4 million out of a \$16.7 million budget with two months to go. He also reported that expenditures totaled \$11.4 million, which is less than the District had for the prior year, but overall approximately 66% of the budget is spent with operating expenses trending downward due to COVID-19. Mr. Ives also reviewed Monthly Projected Cash Flows as part of his report and he explained that at the end of the fiscal year there is projected to be about an \$8.2 million reserve. Kevin Trutna pointed out the wild swings that the cash flow has taken over just the last two months.
- 2) Kevin Trutna introduced Keshawn Johnson to those attending the meeting and he explained that Mr. Johnson is the first faculty intern at Feather River College where individuals are allowed to meet equivalency if they have two-thirds of their master's degree completed. He added that Keshawn Johnson is local to Plumas County having attended junior high school here, and he worked under the tutelage of a full-time faculty member during his internship program. Derek Lerch explained the provision that exists in California law to provide the internship opportunities and he stated that Keshawn Johnson was the right person at the right time, and he has exceeded FRC's expectations in every way. Mr. Johnson explained what the program was like and he shared his gratitude for the opportunity to be a part of something new at FRC. He explained that it was not just one mentor that helped him, it was many faculty members that were willing to share their knowledge and their time that drove the meaningful experience for him.
- 3) Kevin Trutna provided opening remarks on Phi Theta Kappa (PTK) while introducing FRC's Chapter Advisor Anna Thompson, Biology Professor. Ms. Thompson reported that PTK is excited about the amazing year it had, and she would let Angelina Wilson and Michael Bird, both members of PTK, talk about the chapter's award winning project. Angelina Wilson shared a PowerPoint that she and Michael Bird created as an outline for the project that won awards through PTK. The project she explained centered on the idea of a theme of expressions of truth provided by the PTK organization. She added that because of FRC's work with incarcerated students, the group chose as its project, "Expressions of Truth Behind Bars: Reciprocity Legacy and Education" as a way to uplift the voices of the incarcerated and leave a legacy project for other PTK students to pick up and continue to work on. Ms. Wilson explained the collaboration that took place on the project, and Michael Bird spoke to the group about how enrolling in FRC's Incarcerated Student Program (ISP) in 2014 afforded him an educational opportunity he had never experienced. He explained that over time, and with encouragement from Kelly Conner and the changes he began to make in his own life, he was asked to be part of the project. Anna Thompson thanked Dr. Trutna for his support for PTK, while acknowledging the scholarships Angelina Wilson was awarded while attending FRC.
- 4) Kevin Trutna reported that the college update would be brief due to the time remaining, but he would like to give the board a brief glimpse of what the fall term

would look like both in terms of classes and orientation. He reported that FRC is waiting for guidance, but face coverings are still to be determined for the fall semester. He also reported that FRC is working to incentivize vaccinations, as requiring them at this point remains a legal issue. Carlie McCarthy reported that the college has been through the testing protocols twice this year, so she feels prepared to go through it again if necessary, and a PowerPoint slide reflected a phased-in return with outdoor orientations, working with Plumas District Hospital and Plumas County Public Health (PCPH) on vaccines, housing at full capacity with a wait list, and a continuance of cohort models for room assignments. Derek Lerch stated that the fall schedule will be largely patterned after the fall 2019 pre-pandemic schedule, there will be an increase in hybrid offerings which are a blend of in person and on-line instruction, classroom capacities will be reduced for distancing, and classroom assignments will be revised as enrollment needs become clearer. Dr. Trutna went over planned summer and fall COVID-19 funding projects and he addressed pandemic related safety items.

D. Communications, Presentations, and Reports

1) Board of Trustees

President Ware thanked Angelina Wilson for her service as a member of the board, and wished her well in her future endeavors.

Trustee Elliott clarified his question with the Strategic Plan has more to do with the board's role going forward and not with the content of the plan.

Angelina Wilson thanked the members of the board for their support, and she stated that it has been both an honor and a pleasure to serve as a student trustee at FRC. She added that in speaking with Jesse Williams earlier, he would add that it has been a crazy challenging year and overall students are just grateful at the support and resources that FRC provides both in student success and faculty being understanding and working with them.

2) Associated Students

Reported above by Angelina Wilson.

3) Academic Senate

Chris Connell, Academic Senate President, reported that despite the year and the difficulties, the good news is that FRC will begin the fall semester with new members of the faculty, which is exciting. He also reported that most of his students hung in there and finished the semester, and everyone is likely fielding emails right now about late work. He indicated that he is more than happy to grant extensions at this point because it has been a tough year.

4) Classified Senate

Sean Harris, Classified Senate President, reported that classified staff are finishing things up and preparing for summer and fall class enrollments. He also reported that numerous staff members are serving on various search committee for vacant positions.

5) Instruction

Derek Lerch reported that he feels that this year has turned out better than he could have ever hoped for when August 2020 started, and FRC's success is built on the roles of everyone at the college.

6) **Student Services**

Carlie McCarthy reported that she is ready for the exciting student events that are planned for the upcoming semester, and she provided graduation information to trustees and others participating in the event. She explained that she had planned for the board to meet newly elected Student Trustee Morgan Avrit, and ASFRC President Rachel Abramson, but due to a long agenda she decided to save it for another meeting.

7) **Superintendent/President**

Kevin Trutna thanked Angelina Wilson for the work she has done while attending FRC and he shared that their conversations about board agendas and other responsibilities showed both interest and growth. He noted that Angelina always made herself available to attend an FRC or community event, and that he would miss having her on the board. Dr. Trutna checked on preparation for the June 8, 2021, board retreat in Taylorsville, California, and he touched on items planned for the shortened agenda. Dr. Trutna highlighted articles from his written report including the Second Virtual Student Research Symposium that launched May 10, 2021, the Extended Opportunities Programs and Services (EOPS) celebratory luncheon held May 11, 2021, Earth Day events, and the year-end class the Beef Science class held in conjunction with Chef Sean Conry on different cuts of beef.

There being no further business, the meeting was adjourned at 5:07 p.m.

KT/ch