

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 3:03 p.m. on Thursday, September 14, 2023, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via a Zoom virtual platform.

Trustees present: McNett, Johnston, Marshall, Sheehan, Ware

Trustees absent: Student Trustee Vernon

2. Agenda:

Kevin Trutna, Superintendent/President, requested that Special Report Agenda Item #6C5, Legal Counsel Board Orientation - Michelle Cannon, Partner, Lozano Smith Attorneys at Law, take place after approval of the Consent Agenda and there was consensus. There being no objection or further discussion, the Regular and Consent Agendas for the September 14, 2023, meeting of the FRCCD Board of Trustees held at Feather River College, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as amended, (Sheehan/Marshall) unanimous.

3. Minutes:

The minutes from the August 10, 2023, Regular Meeting of the FRCCD Board of Trustees held at Feather River College, LRC #871, 570 Golden Eagle Avenue, Quincy, California, and via Zoom were approved as presented, (Sheehan/Johnston) unanimous.

4. Items From the Public:

None

5. 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 Augmentations/Reductions, 6) Approval of Revised Contract agreement for \$9,900 between Feather River Community College District (FRCCD) and Chico State Ecological Reserves – Chico State Enterprises for FRCCD to seek reimbursement from Chico State Enterprises for funds expended to support students in the Higher Education Prescribed Fire Training (HEFT) program, and 7) Approval of Strong Workforce Program Grant Agreement, K12 Pathway Coordinator North Far North Regional Consortium, for \$225,000 between Butte-Glenn Community College District (Grantee) for Grantee to furnish all necessary services set forth in application to Host K-12 Pathway Coordinator's Work Plan effective July 1, 2023, through September 30, 2024, were approved as presented, (Sheehan/Marshall) unanimous

6. REGULAR AGENDA

C. Special Items and Reports

- 5) Michelle Cannon, Partner, Lozano Smith, Attorneys at Law, provided an overview to facilitate board discussion on Board Policy 2715, Code of Ethics Standards of Practice. She refreshed board members on the core values contained in BP 2715 and reminded them that the Standards of Excellence contained in the board policy apply to the Board as a whole and to individual members. As part of her review, Ms. Cannon stated that it is important that board members understand that the FRC board can only act as a whole, and that no individual member has any power to take individual action on behalf of the college. She complimented the District on its board policy stating that its primary concern and its decision making process is always based on the educational welfare of the students, and she reviewed the importance of protected categories such as race, sex, religion, etc. Ms. Cannon added that trustees need to act to protect public funds, are instigators of change, and must protect confidential conversations held in Closed Sessions, while maintaining good relations, with fellow board members and the superintendent/president. After further review of the Standards of Excellence, Ms. Cannon offered to answer questions or facilitate further discussion, and President McNett thanked Ms. Cannon for her past and present efforts on this issue. Trustee Sheehan commented that he felt the board policy would benefit from review by the President's Cabinet to remove some of the redundancy in the use of the word "excellence". There were no additional questions or comments, and President McNett moved the agenda.
- 4) Bridget Tracy, Environmental Studies/Earth Science Professor, and Dana Flett, Environmental Studies/Outdoor Recreation Leadership Assistant Professor, provided the board of trustees with an update on the Ecosystem Restoration & Applied Fire Management bachelor's degree approved in February 2023. She explained that interested students are already here enrolling in lower division courses with double the number of students declared compared to last fall. Dana Flett updated the board of trustees on the proposal for the application process, which begins with open enrollment on October 1, 2023, and proposed upper-division classes beginning with the 2024 fall semester. Ms. Flett referenced the proposed curriculum included in board packets, and spoke about using the same admissions process used with the first bachelor's degree. She explained that college-level mathematics and English are pre-requisites to acceptance into the program, and she sees portions of the curriculum as a blending of technical and academic skills. Bridget Tracy completed the presentation by speaking to the time and energy spent on recruiting students to the program including speaking with community members, friends, and colleagues, getting the information out to local high schools, and groups like the Forestry Challenge Program and Sierra Institute. She also described the Higher Education Fire Training (HEFT) Program that Jon Dvorak, Forest Health and Fuels Coordinator, is running, which is part of the educational program in environmental studies. She explained that Jon Dvorak and Eli Goodsell, CSU Chico, worked hard to obtain \$1.2 million California fire grant, which will pay students for the time they spend working while they are students. She added that their slogan is "Learn and Burn" and she sees the camaraderie and the new slogan as an attraction that will help with retention. Trustees shared their excitement about the new degree, and thanked both faculty members for the informative update.

6. REGULAR AGENDA

*** A. Motion Items**

- 1) Kevin Trutna requested Approval of Curriculum Actions. There being no objection or further discussion, the request for Approval of Curriculum Actions was approved as presented, (Sheehan/Johnston) unanimous.
- 2) Morgan Turner, Director of Fiscal Services (I), requested Approval of the 2023-2024 Feather River College Final Budget. She distributed handouts covering the adjustments made to the Final Budget, and she explained that she used the 2022-2023 Tentative Budget as a starting point for final budget development. Ms. Turner reported that new adjustments to the Final Budget include the 2023-2024 estimated revenue adjustment by 8.22% to account for the Cost of Living Adjustment (COLA), increases in salary, salary steps, and other personnel costs, and to continue funding a 403b match. She also reported that she added the 5% to operational budgets along with increases to contingency budgets, increased costs for Banner Software as a Service (SaaS) and a \$2.5 million transfer to the Capital Outlay Fund for the instructional building match. She reported a net reduction to expenses of \$142,000 from the tentative to the final and she explained that putting employees into the personnel budget, a transfer to the forest reserve account, and the gym floor, which the District is pushing for 100% reimbursement from the contractor's insurance company on all contributed to the calculation. After further discussion and explanation and there being no objection, the request for Approval of the 2023-2024 Feather River College Final Budget was approved as presented, (Johnston/Marshall) unanimous
- 3) Kevin Trutna requested Approval Faculty Equivalencies. After brief discussion and there being no objection, the request for Approval of Faculty Equivalencies was approved as presented, (Sheehan/Marshall) unanimous.
- 4) Kevin Trutna requested Approval of Proposal for \$410,250 between Feather River College and Boberg Hardwood Floors for Replacement of Multi-Purpose Building (MPB) Flooring. After brief discussion and there being no objection, the request for Approval of Proposal for \$410,250 was approved as presented, (Ware/Johnston) unanimous.
- 5) Kevin Trutna requested Approval of Western Undergraduate Exchange (WUE) Memorandum of Agreement with Amendment between the Western Interstate Commission for Higher Education (WICHE) and Feather River College to Participate in QUE for the 2023-2024 Academic Year. After additional discussion and there being no objection, the request for Approval of Western Undergraduate Exchange (WUE) Memorandum of Agreement with Amendment between the Western Interstate Commission for Higher Education (WICHE) was approved as presented, (Sheehan/Marshall) unanimous.
- 6) Kevin Trutna request Approval of Memorandum of Understanding (MOU) between Feather River College (College) and Feather River College Foundation (Foundation) for Foundation to Provide Terms for Financing Western Undergraduate Exchange (WUE) Scholarships should FRC become Ineligible to Offer the WUE Scholarship. There being no objection or further discussion, the request for Approval of Memorandum of Understanding (MOU) between Feather River College (College) and Feather River College Foundation (Foundation) for Foundation to Provide Terms for Financing Western Undergraduate Exchange (WUE) Scholarships should FRC become Ineligible to Offer the WUE Scholarship was approved as presented, (Johnston/Marshall) unanimous

- 7) Kevin Trutna requested Approval of Modification to Previously Approved Feather River College (FRC) Head Coach/Residence Hall Manager Salary Schedules for the 2022-2023 and 2023-2024 School Year. He explained the oversight that justified the request and asked that the Board approve the request retroactively back to when the oversight occurred. After further discussion and there being no objection, the Request for retroactive Approval of Modification to Previously Approved Feather River College (FRC) Head Coach/Residence Hall Manager Salary Schedules for the 2022-2023 and 2023-2024 School Year was approved as presented, (Marshall/Ware) (Sheehan Abstaining)

B. Roll Call Items

None

C. Special Items/Reports

- 1) Morgan Turner, Director of Fiscal Services (I), presented the District's Monthly Financial Status Report as of August 31, 2023. She reported that the District is two months into the new fiscal year and it has received approximately 10% of budgeted revenues. She explained that the interest income promised in August 2023 by the county, never materialized and there is no update on when the District will receive it. She noted that she is keeping the auditor apprised as this entry prevents Business Services from closing the District's 2022-2023 books. Trustee Sheehan expressed his frustration with the situation because it is now affecting the District's ability to close its 2022-2023 books, and Kevin Trutna offered to communicate with the Plumas County Board of Supervisors about the impacts this is having on the District, which the board encouraged.
- 2) Derek Lerch, Vice-President Instruction/CIO, reported that the Plumas Sierra High School Summit is a great addition to FRC's annual calendar, and this year's third annual event where establishing simple interpersonal connections and spending breakout time exploring and focusing on the issues benefited everyone in attendance. Carlie McCarthy, Vice-President Student Services/CSSO, agreed with Dr. Lerch's comments, as she found the panel was the highlight of the event hearing from different agencies that have connections to FRC, and she believes that the event planted some seeds for future planning, specifically around soft skills and communication skills.

Kevin Trutna commented that next month the board of trustees meets at Portola High School, and he is inviting community leaders to the meeting for lunch prepared by high school students in the culinary classes. He tabled the report on the Year End Student Survey (YESS) until the October 19, 2023, meeting in Portola, California.

- 3) Tabled due to time constraints.

D. Communications, Presentations, and Reports

1) Board of Trustees

Trustee Johnston thanked college personnel for hosting the College and Career Fair as she had a good time talking to the young people about the resources offered at Plumas Rural Services. Trustee Ware reported that the next step for the new hospital in Chester, California, is to begin felling the trees, but there is a Great Blue Heron nesting, which may delay things.

2) **Associated Students**

No Report

3) **Academic Senate**

Becky Easley, Academic Senate President reported that the Academic Senate is working to put a hiring committee together, and it is also looking for someone that might want to be part of the Academic Senate for California Community Colleges, a statewide organization.

4) **Classified Senate**

Sean Whaley, Classified Senate President, reported that the Classified Senate is doing a push for committee representation, and he hopes to have any remaining Classified Senate representative vacancies filled soon.

5) **Instruction**

Derek Lerch commented on Michelle Cannon's presentation on BP 2715, Code of Ethics, stating that it was good to review and read it. He explained that in talking with new campus members at the meet and greet, it was shared how lucky Feather River College is to have a united and committed board and everyone is thankful that this board is in it for the school and its students. He also reported that there is a search committee for a new business instructor meeting next week, and he recognized the Adult Education Go Teach Program that Shelley Miller and Kinderlin Hoznour, Director Child Development Center, are working on, because a national group just recognized the program for how well it serves the needs of the residents of its communities. He closed his report with an update on accreditation, explaining that shared-governance committee members are reviewing draft standards, and he is prepping and updating the draft Institutional Self-Evaluation Report (ISER) that he plans to share with the board in November.

6) **Student Services**

Carlie McCarthy reported that students are attending many events on campus, and FRC just hosted the College and Career Fair on Monday. She explained as part of that day Gailen Elmore, Speaker, Facilitator, and Advocate, was on campus and gave two presentations on how a sense of belonging after experiencing personal traumas led him to new opportunities and success. She explained some of the other events students are attending including Zumba on the lawn on Wednesday, free lunches, and suicide awareness activities in the Student Success and Wellness Center.

7) **Superintendent/President**

Kevin Trutna stated that a preliminary meeting took place to discuss the pros and cons for repairing or filling in the Feather River Fitness pool and he has received a cost estimate on recoating the pool. Dr. Trutna also recognized Vanessa Gibson, Director of Financial Aid, who has been instrumental in automating processes in the department, and Charles Williams, Student Employee, who he featured in this month's Golden Eagle Spotlight section of his written report.

There being no further business, the meeting adjourned at 4:50 p.m.

KT/ch