

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

President Elliott called the regular meeting of the Feather River Community College District Board of Trustees to order at 3:10 p.m. on Thursday, June 18, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Elliott, Schramel, Sheehan, West

Trustees absent: Burkey

President Elliott announced that the Board of Trustees had met in Closed Session and that no action had been taken.

Trustee West requested that Consent Agenda Item B1a, Ratification of Personnel Actions, be moved to Item C1a of the Regular Agenda for questions and discussion. There being no objection or further discussion, the regular and consent agenda for the June 18, 2009 meeting at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California was approved as amended, (Schramel/Sheehan) unanimous.

The minutes of the Special Meeting held on May 14, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California and the Regular Meeting held May 21, 2009 at Feather River College, Science Room 104, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/Schramel) unanimous.

A. ITEMS FROM THE PUBLIC

None

B. CONSENT AGENDA

Payroll and Commercial Warrants, Budget Transfers and Budget Augmentations and Reductions were approved as presented, (Sheehan/Schramel) unanimous.

C. REGULAR AGENDA

*** 1. Motion Items**

a) President Elliott requested discussion of the request for Ratification of Personnel Actions. Trustee West stated that she found the format being used to document the Consent Agenda confusing in that the first portion of the agenda documents the positions requested with no names, and then the next

portion of the document lists names for what she understands to be the positions listed in the first portion of the document. She requested further explanation and clarification of the process that would assist her in understanding current and future requests for approval of personnel actions. Jamie Cannon, Classified Senate Representative and Human Resources Technician, stated that personnel requisitions are generally posted a month in advance of an incumbent being referenced and that the requisitions were for the 2009-2010 year. Cameron Abbott, Director of Human Resources, stated that there had been a decision to move to a requisition approval process to circumvent the process of having a hire go forward without budget dollars in place to provide payroll for the individual. After further discussion and explanation, it was agreed that future Consent Agendas could include additional information in the miscellaneous section of the document to assist Board members with understanding the request and the assignment. Ron Taylor, Superintendent/President, also stated that the new process is a formal result of the District becoming more pro-active with prior approvals of personnel actions. After additional discussion, Trustee Sheehan stated that the actions are two separate processes and he requested that different headings be applied to future Consent Agendas and that they be placed on two separate pages. After additional discussion, the Request for Ratification of Personnel Actions, was approved as presented, (West/Sheehan) unanimous.

b) Cameron Abbott requested Approval of BP 7365, Discipline and Dismissal Non-Represented Classified Employees. He stated that per Trustee Sheehan's request, an additional paragraph had been added to the policy that explains what the impact would be under BP 7365 to those individuals who are hired under contracts. He also stated that he had contacted legal counsel regarding the issue and that the bottom paragraph was suggested as additional language to address the concern. Trustee West requested information on whether or not BP 7365 should be returned to Cabinet for approval of the additional language, and Mr. Abbott stated that policy does dictate that Cabinet adopt Board policies before they are moved forward in the approval process, but that he was submitting it for Board approval because he felt it was a minor change in language in terms of what the Board was looking for in clarification and also that he felt comfortable the language was in alignment with the Cabinet committee's original recommendation. Trustee West stated that her knowledge of Education Code was limited and she requested that the issue and topic be placed on the agenda for discussion at the upcoming Board retreat scheduled for July 13, 2009. After additional discussion and there being no objection, the request for Approval of BP 7365, Discipline and Dismissal – Non Represented Classified Employees, was approved as presented, (Sheehan/Schramel) unanimous.

c) Jim Scoubes, Chief Financial Officer, requested Approval of FY 2009-2010 Tentative Budget. He stated that the State of California requires that the District have in place a tentative budget effective July 1, 2009 for the 2009/10 fiscal year. He also explained the Budget Committee process and he stated that the committee had requested that budget managers make every effort to mirror the current year's budget to reduce costs. Mr. Scoubes reported that

the tentative budget is based on 1,597 credit FTES, and he reviewed the Unrestricted General Fund Revenue Budget and the Unrestricted General Fund Summary with those present. After further discussion, the request for Approval of the FY 2009-2010 was approved as presented, (West/Sheehan) unanimous. Trustee Sheehan recommended that future Restricted General Fund explanations having to do with Sierra Nevada Conservancy be differentiated out to show what individual grant is being referred to.

d) Jim Scoubes requested Approval of Quarterly Financial Status Report, CCFS-311Q for the Quarter Ended March 31, 2009 (Q3). He stated that the information is certified and sent to the Chancellors' Office and the report requires Board of Trustee approval. After further discussion and there being no objection, the request for Approval of Quarterly Financial Status Report CCFS-311Q for the Quarter Ended March 31, 2009 (Q3) was approved as presented, (Schramel/West) unanimous.

e) Cameron Abbott requested Ratification of Voluntary Life Insurance Enrollment Proposal. He stated that the District currently has an existing life insurance program for employees at one and one-half times each employee's salary up to \$100,000. He also stated that the request involves creating an employee sponsored program for additional life insurance benefits for those who desire additional benefits. After further discussion and there being no objection, the request for Ratification of Voluntary Life Insurance Enrollment Proposal was approved as presented, (Sheehan/Schramel) unanimous.

f) Cameron Abbott requested Approval of Direction to Administration Concerning Possible Salary Reduction for Employees and Collective Bargaining. He stated that there has been discussion in meetings with Dr. Taylor and in negotiation meetings about the potential of negotiating an across the board reduction in salary compensation as a way to balance the budget. Mr. Abbott also stated that the request involves direction from the Board of Trustees in terms of how the District would proceed if this were to become necessary. He further stated that the action, if it were to become necessary, was outlined on the cover sheet and that it would be the desire of the District to apply any negotiated and agreed to salary reduction to all District employees including but not limited to non-represented employees. Trustee Sheehan requested that the wording of the first paragraph of the action item be modified to read, "In consideration of the California State budget crisis and in anticipation of potential reductions in FRCCD's funding, the District may need to enter into negotiations with all three units to implement District wide salary reductions". After further discussion and there being no objection, the request for Approval of Direction to Administration Concerning Possible Salary Reduction for Employees and Collective Bargaining was approved as amended, (Sheehan/Schramel) unanimous.

*** 2. Roll Call Items**

None

3. Special Items/Reports

- a) Jim Scoubes presented the District's Monthly Financial Status Report as of May 31, 2009. He reported that revenues reflect \$11,981,759 for the current year and that this amount includes current property tax revenue payments. Mr. Scoubes also reported that expenditures total \$11,313,499 or 86% of the current year budget and that this amount includes budget restorations approved over the last two months.
- b) Nick Boyd, Director of Facilities, reported that he has been working with NTD Architecture on the Formal Project Proposal (FPP) for the modernization of the Multi Purpose Building. He also reported that the FPP will begin the formal process of submitting the request to the State for funding approval with an anticipated start date of 2014. He additionally thanked Merle Trueblood, Director of Athletic Operations and Events, Juan Nunez, Athletic Trainer, and Michael Bagley, Chief Instructional Officer for their assistance with the project proposal. Mr. Boyd introduced Jordan Knighton, Partner, NTD Architecture, who provided those present with an overview of the project. He stated that the modernization of the facility as reflected in the handouts will provide vital facilities to support the Health, Physical Education and Exercise Studies Division and its curriculum goals, and that it will additionally enhance community outreach and the accommodation of FRC's team athletic programs. Mr. Knighton also introduced Michael Lemberg, AIA, NTD Stichler, who provided those present with additional information on the design of the modernization and how a campaign approach to the State of California for 100 percent funding will increase the potential for the project's successful approval.
- c) Joan Parkin, English Instructor and Director of Incarcerated Student Program (ISP), and Amy Schulz, Associate Faculty Instructor ISP Program, provided those present with an overview of current information regarding the growth, progress, and future of the ISP Program. Dr. Parkin reported that the first cohort for the program began in the spring of 2007 with approximately 65 students at the Susanville Correctional Facility and has grown to serve over 500 students at additional facilities that include the Chowchilla Women's Correctional Facility, Pelican Bay State Prison, and the California Men's Colony in San Luis Obispo.
- d) Dennis Bailey-Fougner, Chief Student Services Officer, noted that Board members had been provided a copy of spring 2009 resolutions that had been passed by the General Assembly of Student Senate for Community Colleges. He also stated that Chris Condos, former ASFRC President, had attended the assembly meeting as a representative for Feather River College.

4. Communications, Presentations, and Reports

- a) **Trustee Reports**
No Report

b) Associated Students

No Report

c) Academic Senate

Michael Bagley, in the absence of Chris Connell, Academic Senate President, reported that a candidate for the faculty mathematics position has been identified and that an offer of employment has been tendered.

d) Classified Senate

No Report

e) Instruction

Michael Bagley reported that although the College has not experienced the need to cut classes in the last several years it has become clear that reductions in class offerings for the coming year will take place. He also reported that there is a large working committee of faculty members, administrators, counselors and advisors and other classified personnel that are committed to reviewing the needs of the College. Dr. Bagley also reported that he and Dr. Taylor recently met with Glenn Harris, Superintendent, Plumas Unified School District, and that the College will collaborate with PUSD again this year as they offer courses to high school students as well as college students. He also introduced Christine Clayworth, Instructional Assistant ISP Program, to those present and he added that Ms. Clayworth is a former student at Feather River College and will be providing assistance to the ISP in a variety of important ways. Dr. Bagley additionally thanked Dennis Bailey-Fougner for his collaboration and friendship during his tenure as Chief Student Student Services Officer and added that he will be missed at Feather River College.

f) Student Services

Dennis Bailey-Fougner stated that he was pleased to report that Lori Bergum has returned to campus as Director of SSS/TRIO.

g) Superintendent/President

Ron Taylor stated that Dennis Bailey-Fougner has submitted his resignation as Chief Student Services Officer effective the end of July 2009 and that this resignation and the resignation of the Human Resources Director, may result in the need for organizational change within the two departments. He also stated that several of the College's rodeo students will be competing in Casper, Wyoming at the National Community College Rodeo Finals and that they are expected to do well. Dr. Taylor additionally reported that he had received news that the College has been rated the number one community college for transfer in the State and within the top five community colleges for degree completion. He also remarked that the date of the Board retreat is still scheduled for Monday, July 13, 2009 and that it will take place at Longboards restaurant in Graeagle, California. He also suggested that the date of the regular meeting in July be changed to Thursday, July 23, 2009 if Board members were amenable. Trustee Sheehan requested that Dr. Taylor's administrative assistant verify the date with Trustees on Monday, June 22,

2009. Dr. Taylor also reported that he has been working with Bruce Baldwin, Marketing and Outreach Coordinator, and Josh Taylor, Head Softball Coach and Community Relations Coordinator to set up a small number of community forums over the next several months and they are calling on community leaders from around the County to discuss ideas and needs for program development. Dr. Taylor also stated that it is difficult to provide the Board with concise information regarding the Learning Resource Center construction project but that there has been interaction with the State Department of Finance and the Chancellor's Office over the last several weeks and he hopes to have definite information regarding the status of the project in the next few days. He also reported that he had attended a recent meeting of the Accreditation Commission and was present to testify and present a perspective on the progress the College has made regarding the visiting team's recommendations. Dr. Taylor also reported that the Budget Work Group Committee continues to convene to study cost savings proposals and that they are beginning to prioritize the many cost savings ideas submitted by staff. He explained that this information will be sifted through before a clean version of cost savings will be submitted to the Board of Trustees. There was further discussion regarding the State budget and Dr. Taylor stated that the 1.5 million target in terms of the Governor's budget will likely be reduced and that there may be further discussions on fee levels, overall apportionment funding, or cuts to categorical programs.

There being no further business, the meeting was adjourned at 5:32 p.m.

RT/ch