Pursuant to notice duly and regularly given, a regular meeting of the Governing Board of the Siskiyou Joint Community College District was held on Tuesday, January 13th at 5:00 p.m., at the Rural Health Sciences Institute – Yreka Campus in Room 121 at College of the Siskiyous, Yreka, CA.

At 4:30 p.m. the Board received information regarding the Healthcare Reform and Affordable Care Act which was presented by Bob Schoenherr from Keenan and Associates.

**Item 1. Call to Order and Attendance**

At 5:27 p.m. Barry Ohlund, President, called to order the 927th meeting, a regular meeting, of the Governing Board of the Siskiyou Joint Community College District at the Rural Health Sciences Institute in Room 121 on the Yreka campus.

**The following Members were Present:**

Barry Ohlund, President
Alan Dyar
Carol Cupp
Jim Hardy

**Absent:**

Greg Hanna, Vice President/Clerk
Penny Heilman
Robert Rice

**Also Present:**

Scotty Thomason, Superintendent/President
Dr. Gregory South, Interim Vice President, Instruction
Nancy Miller, Executive Director, Human Resources
Kathy Gassaway, Recording Secretary

**Item 2. Announcement of Closed Session Items and Opportunity for Public Comment on Announced Closed Session Items**

Trustee Barry Ohlund reviewed the items to be addressed in closed session.

The Board convened into closed session at 5:28 p.m.

**Item 3. Closed Session**

- **Public Employee Appointment (pursuant to Government Code Section 54957)**
  - Adjunct Instructors, fall semester – 4 short-term positions
  - Account Clerk 1, Bookstore – 2 short-term positions
  - ASC Coordinator – 1 short-term position
  - Assistant Grant Manager – 1 short-term position
  - Distance Education Coordinator – 1 short-term position
  - Expert Instructional Aide, Baseball – 1 short-term position
  - Expert Instructional Aide, Math – 4 short-term positions
  - Expert Instructional Aide, Paramedic – 2 short-term positions
  - Expert Instructional Aide, Theater – 1 short-term position
- Information Systems Technician – 1 short-term position
- Instructional Support Specialist 1, EMT – 1 short-term position
- Instructional Support Specialist 2, Library – 1 substitute position
- Instructional Support Specialist 2, Technology – 11 short-term positions
- Instructional Support Specialist 2, Welding – 1 short-term position
- Instructional Support Specialist 2, Writing – 1 short-term position
- Instructional Support Specialist 3, Theater – 1 short-term position
- Program Assistant, Upward Bound – 6 short-term positions
- Program Specialist 2, Counseling/DSPS – 1 short-term position
- Student Services Specialist 2, Enrollment Services – 1 permanent position
- Student Services Specialist 2, Enrollment Services – 1 substitute position
- Van Driver – 1 short-term position
- Volunteers – 3 positions

➤ Public Employee Discipline/Dismissal/Release/Non-Renewal (pursuant to Government Code Section 54957)
➤ Consideration of Suspension or Other Disciplinary Action of a Student (pursuant to Government Code Section 72122)
➤ Labor Negotiations (pursuant to Government Code Section 54957.6)
  - Conference with Labor Negotiators
    Agency Designated Representative: Nancy Miller
    Employee Organization: College of the Siskiyous Faculty Association

    Agency Designated Representative: Nancy Miller
    Employee Organization: California School Employees Association

➤ Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
  - Title: Superintendent/President

The Board took a brief recess at 6:08 p.m.
The Board reconvened into open session at 6:15 p.m.

Also Present After Closed Session:
  Michael Tischler, President, Faculty Association
  Michael Graves, President, Academic Senate
  Eric Houck, President, ASM
  Sharon Swingle, President, CSEA
  Sophie Beck, Student Trustee
  Dawnie Slabaugh, PIO/Foundation Office
  Dennis Weathers, Dean, Liberal Arts & Science
  Kent Gross, Controller
  Valerie Roberts, Interim Associate Dean of Student Success
  Dr. Robert Taylor, Dean, Career & Technical Education
  Bart Scott, Director, Research & Evaluation
  Jennifer Harrison, K Coe Isom
Item 4. **Announcement of Open Forum Procedures**
President Barry Ohlund announced that anyone wishing to address the Board on a non-agenda item may do so by completing the Open Forum Form and submitting a copy to the secretary. Five minutes will be allotted to each speaker.

Item 5. **Board Member Reports**
The following information from the Trustees was received:
- Trustee Alan Dyar came early to the meeting today and saw three students from Happy Camp who will be graduating soon from COS.
- Trustee Carol Cupp enjoyed the holiday reception as well as the LVN pinning ceremony.
- Trustee Jim Hardy noted that he is looking forward to 2015, and also enjoyed attending the LVN pinning ceremony.
- Trustee Barry Ohlund enjoyed the pinning ceremony as well.

Item 6. **Report of Administration, Student Trustee and Representatives at the Board Table**
In addition to the written report provided, the following reports were received:
- **Superintendent/President:**
  - Scotty referred to the recent proposal by President Obama regarding tuition-free community college for everyone. We are waiting for further details and will monitor the progress of the proposal.
  - Governor Brown has released his proposed budget which is being reviewed now. Information will be shared in the near future.
  - Scotty thanked all those involved who have been working with the local high schools. We now have high school students enrolled this semester.
  - Scotty attended a North/Far North meeting in Yuba City last Friday. He is one of two CEO’s on the coordinating council which oversees North/Far North activities. Scotty represents Region 1.
  - Scotty is also serving on the Siskiyou County Economic Development Council, the Siskiyou County Community Services Council, and will be joining the Weed Rotary. He will be attending the Effective Trustee Workshop at the end of the month, as well as the Economic Forecast Conference in Oroville.
- **Academic Affairs:**
  - Dr. South thanked all of the full-time faculty for their work on the afternoon of Planning Day on the summer and fall schedule. He also thanked Mike Graves for his efforts in coordinating this activity.
  - Greg noted that we have a more efficient schedule this spring which involves fewer sections and less cancelled classes. In the Liberal Arts & Sciences area, there is an average of 20.78 students per section. We will know more about our overall numbers when the 320 report is complete. There has been an increase in FTES in the FIELD classes this year.
  - Greg also reported on the recruitment work being done at the local high schools.
- **Human Resources:**
  - Nancy Miller noted that Human Resources is working on a faculty and staff directory which will pull information out of Banner and will be updated regularly.
- **Foundation / Public Relations:**
  - Dawnie noted that as a result of the “end of the year” mail campaign to the community, the Foundation Office has received approximately $16,524.
The golf tournament and President’s Gala are events that are being brought back this year.
Community education classes are being re-vamped and will be ready for fall semester.

ASM:
Eric Houck thanked everyone for their help with the holiday baskets.

Classified Staff:
Sharon Swingle noted that all CSEA officers will stay the same for the coming year.

Academic Senate:
Mike Graves just had his 22\textsuperscript{nd} weekly meeting with Scotty and Greg. Items discussed in these meetings are listed in Campus Connection. Mike has also met with Nancy Miller regarding equivalency, and the goal is to have a policy and procedure in place by the end of the month.

Student Trustee:
Sophie Beck noted that rehearsals for the show “Rent” have started. There will be a Welcome Booth in the Student Center this week to help with recruitment and student questions.
A free ice skating event will be held tomorrow night.
An ASB Region 1 meeting will be held this Saturday at Shasta College.
Sophie noted that students are frustrated with class cancellations and the inability to graduate because of these cancellations.

REPORTS/ NO ACTION

Item 7. Student Support Services (SSS)-2014 Year End Report
Board Report No. 4800 – Enclosed
The Board received a report on the 2013-2014 Student Support Services (SSS) TRiO Program. Originally funded in the fall of 1997, the 2013-2014 year represented the 16\textsuperscript{th} year of the SSS program at College of the Siskiyous. The program served 181 students throughout the 2013-2014 academic school year. Valerie Roberts reviewed the standard objectives and the COS results, noting that because we met or exceeded our objectives for the year, we will receive all 15 available points when writing for a grant renewal.

Item 8. Professional Growth Awards
Board Report No. 4801 – Enclosed
This report was presented to inform the Board about recipients of Professional Growth Awards. In December, the following employees received a Professional Growth Award for earning at least 60 points: Denise Broomfield, Kristopher Lininger and Stephanie Wroten. Each staff member was paid a $500 stipend for a total of $1,500 in stipends paid.

Item 9. Update on Budget Development Process for College of the Siskiyous Annual Budget for FY 2015-16
Board Report No. 4803 – Enclosed
The Board received an update on the progress of the development of the FY 2015-16 annual budget. Scotty Thomason presented a PowerPoint presentation which gave updates at the state level on revenues, budget issues and proposals for 2015-2016.

Item 10. Administrative Procedure 6700
Board Report No. 4804 – Enclosed
The Board was asked to review Administrative Procedure 6700. The College is required to take any revised and/or new Administrative Procedures to College Council for approval. The adoption of this procedure was approved at the December 16\textsuperscript{th} meeting.
Item 11. **Student Equity Plan**  
Board Report No. 4806 – Enclosed  
The Board received information on the updated Student Equity Plan. Valerie Roberts described the plan, noting that it is a 3 to 5 year plan that will focus on increasing access, retention, course completion and transfer rates for all students. Updated Student Equity Plans were due in the Chancellor’s Office on January 1, 2015. College of the Siskiyous requested and received an extension. COS will receive a minimum allocation of $200,000 for the 2014-15 year. Allocations are based on a funding formula developed by the Chancellor’s Office. The updated plan will be submitted to the Board for consideration and approval at the next Board meeting.

Item 12. **Status Report for the Weed Campus Forest Management/Fuel Reduction Program**  
Board Report No. 4809 - Enclosed  
The Board received a status report on the Weed Campus Forest Management Program, including a review of the completed fuel reduction project. Fifteen years ago, the Board approved the initial concept that established the need to intelligently manage, in a sustainable manner, the forested areas of the Weed campus. The work completed in recent years has improved the overall health of the forested lands of our campus. By managing brush, crowded timber and ladder fuels, we have a more defensible environment and improved chances of containing a wildfire. We continue to seek funding thru several grant sources, but at this time, any additional work will be at District expense.

Item 13. **2014-15 Legal Expenses**  
Board Report No. 4812 – Enclosed  
The Board received information regarding the District’s legal expenses for the 2014-15 fiscal year. The majority of the costs associated with November expenses were related work on the two open Unfair Practice Charges. It was agreed that because the legal expenses are now under control, this report will not need to be presented monthly at this time.

**ACTION ITEMS**

Consent Agenda

A motion was made and seconded (Dyar/Hardy) to move Items 19, 20 and 22 from the “Consent Agenda” to “Discussion and Action Items” for further discussion. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 14. **Reading of the Minutes** – Enclosed  
Minutes of the 926th meeting, a regular meeting, held on Tuesday, December 9, 2014 of the Governing Board of the Siskiyou Joint Community College District were approved.

Item 15. **Monthly Summary of Revenue and Expenditures - Enclosed**  
**Disbursement Summary – Enclosed**  
The statement of revenue and expenditures and summary of warrants for prior month showing approved budget, budget adjustments, actual revenue and expenditures including encumbrances and variances expressed as a percentage of the adjusted budget was approved.

The statement showing anticipated flow of cash in and out of cash treasury and projected balances at end of month for cash in treasury, cash in savings, cash in checking, and cash in Local Area Investment Fund (LAIF) was approved.
Item 17. **Status of Reserves** – Enclosed
A statement showing the status of reserves projected for the end of the current fiscal year was approved.

Item 18. **Budget Adjustments** – Fiscal Year 2014/15 – Enclosed
Adjustments to the 2014/15 budget were approved.

Item 19. **New Course Proposals** – Enclosed
Moved to “Discussion and Action Items”.

Item 20. **New Program Proposal** – Enclosed
Moved to “Discussion and Action Items”.

Item 21. **2015-2016 Academic Calendar** – Enclosed
The Academic Calendar for 2015-2016 was approved.

Item 22. **Dates of Upcoming Meetings**
Moved to “Discussion and Action Items”.

It was moved and seconded (Dyar/Hardy) to approve the consent agenda. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 23. **Open Forum**
No open forum items were presented.

**Discussion and Action Items**

Item 19. **New Course Proposals**
The following course proposals in Computer Science were reviewed and discussed:
- CSCI 1045 – 3D Virtual Worlds and Games
- CSCI 2010 – Discrete Structures

Dr. South and Dr. Taylor gave a description of the content of these classes, noting that a CNC lathe and mill have been purchased with grant funding to provide 3D modeling. A motion was made and seconded (Hardy/Dyar) to approve CSCI 1045 and CSCI 2010. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 20. **New Program Proposal**
The following new program proposal in Computer Science was reviewed and discussed:
- 3D Media Development – Certificate of Achievement (COA)

A description of this certificate was discussed. One of the program learning outcomes is to design and create terrain in a 3D world. A motion was made and seconded (Dyar/Hardy) to approve the Certificate of Achievement in 3D Media Development. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 22. **Dates of Upcoming Meetings**
- Tuesday, February 3, 2015 – this meeting will be moved to Tuesday, February 10th
- Tuesday, March 10, 2015
- Tuesday, April 7, 2015
A motion was made and seconded (Dyar/Cupp) to accept the meeting dates for the next 3 months including the date change of the February meeting from the 3rd to the 10th. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

**A motion was made and seconded (Hardy/Cupp) to move Item 27 on the agenda to be discussed before Item 24. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.**

**Item 27. Annual Financial Audit Report**
Board Report No. 4808 – Enclosed

The Board was asked to consider acceptance of the 2013-2014 audit report. Jennifer Harrison from K Coe Isom attended this meeting and reviewed the report and findings with the Board. In their 2013/2014 audit report, K Coe Isom indicated that, in their opinion, the financial statements of the District fairly represented the financial position of the District. The report further states that there were no material weaknesses in the internal controls of the District. Matson & Isom identified three findings for 2013/2014, which were reviewed by the Audit Committee.

A motion was made and seconded (Dyar/Hardy) to approve Board Report No. 4808. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

**Item 24. Sabbatical Leave Requests for Alison Varty**
Board Report No. 4802 – Enclosed

The Board reviewed the sabbatical leave request submitted by Alison Varty. The intent of Alison’s sabbatical is to become more expert in online teaching and learning. She will accomplish this by completing a 17-unit online teaching certification program offered through the Chancellor’s Office, publishing an article about the challenges and opportunities involved in teaching online biology classes, and developing online and hybrid science courses for COS. The Sabbatical Leave Committee was unanimous in recommending that Alison be awarded a one-year sabbatical leave for the 2015-2016 academic year. The cost to the District will be approximately $13,248.

A motion was made and seconded (Cupp/Dyar) to approve Board Report No. 4802. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

**Item 25. Revisions to Board Policies – First Reading**
Board Report No. 4805 - Enclosed

The Board was asked to consider approval of revisions to 16 board policies from Chapters 1, 2, 3 and 4 as a first reading. The revisions to these board policies were made to comply with changes as recommended by the CCLC Policy & Procedure Service. College Council reviewed these revisions at their December 16th meeting. The policies are as follows: 1200, 2200, 2410, 2430, 2431, 2435, 2510, 2715, 2740, 2745, 3200, 3250, 3410, 3540, 4040 and 4040. They will be brought back to the February meeting for a second reading.

A motion was made and seconded (Cupp/Hardy) to approve Board Report No. 4805. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

**Item 26. 2015-16 Nonresident Tuition Fee**
Board Report No. 4807 – Enclosed

The Board was asked to discuss and approve establishment of a nonresident tuition fee for the 2015-2016 school year. Since 1999, the District has adopted a fee that falls between the statewide
average and those charged by neighboring districts. This year, the District could assess a nonresident tuition fee of up to $239 per unit, but not less than the statewide average cost of $200 per unit. Comparisons were made to the neighboring districts of Redwoods, Lassen and Shasta. It was recommended that the Board approve the tuition fee at a reduced rate of $210 per semester unit, and maintain a $35 processing fee for nonresident international students for the 2015-2016 fiscal year.

A motion was made and seconded (Hardy/Dyar) to approve Board Report No. 4807. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 28. **Change in Contract Bid Threshold**

Board Report No. **4810** - Enclosed

The Board was asked to consider the change in the contract bid threshold as provided from the Board of Governors of the California Community Colleges. The applicable adjustment of 2.26% applied to the current bid threshold of $84,100 results in the new threshold of $86,100 (rounded to the nearest one hundred). This new bid threshold shall commence with the 2015 calendar year.

A motion was made and seconded (Dyar/Hardy) to approve Board Report No. 4810. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 29. **Board Identification of Strategic Budget Priorities**

Board Report No. **4811** – Enclosed

The Board was asked to identify (through discussion and potential action) their strategic priorities for the 2015/16 budget development process. Budget priorities set for 2014/15 were reviewed and new proposals were added based on the board goals which were established last fall. A list of the Board Budget Priorities for 2015/16 is attached to the minutes of this meeting.

A motion was made and seconded (Dyar/Jim) to approve Board Report No. 4811. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 30. **Presentation and Approval of the District’s Initial Collective Bargaining Proposal to the Classified School Employees Association (CSEA), Chapter No. 581**

Board Report No. **4813** – Enclosed

The Board was asked to consider approval of the District’s proposal to the College of the Siskiyous CSEA, Chapter No. 581 for opening negotiations for 2015-2016. Because this opener is for a successor contract, there is no limit on the number of articles that can be opened. After a thorough review of the CBA, the table of contents will be updated, incorrect article numbers and/or appendix references and incorrect spelling and/or punctuation will be corrected, duplicate language will be deleted, and position titles will be updated. Specifically, the District intents to negotiate the following articles: 1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 18, 20 and 24.

A motion was made and seconded (Dyar/Hardy) to approve Board Report No. 4813. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

**Items from the Board**

There were no Items from the Board.
Item 31. Continuation of Closed Session
A second closed session was not needed.

Item 32. Report of Action From First Closed Session
A motion was made and seconded (Dyar/Hardy) to approve the personnel list. The motion carried with the following vote:

Carol Cupp: Aye  Penny Heilman: Absent
Alan Dyar: Aye  Barry Ohlund: Aye
Greg Hanna: Absent  Robert Rice: Absent
Jim Hardy: Aye

Item 33. Adjournment
There being no further business to discuss, President Barry Ohlund declared the meeting adjourned at 8:08 p.m.

Respectfully Submitted,

Scotty Thomason
Superintendent/President and the Secretary to the Governing Board of the Siskiyou Joint Community College District

Approved:

_______________________________ President

_______________________________ Clerk