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, March 10th at 5:00 p.m.**, in the Board Room on the Weed Campus, Weed, CA.

At 4:30 p.m. Nancy Funk presented a study session on OPEB (Other Post-Employment Benefits). Discussion was held regarding a Retiree Health Benefits oversight committee that should meet annually and include two board members. The appointment of these board members will take place at the April meeting, and a meeting of the oversight committee will be held in May.

**Item 1. Call to Order and Attendance**
At 5:22 p.m. Barry Ohlund, President, called to order the 929th meeting, a regular meeting, of the Governing Board of the Siskiyou Joint Community College District in the Board Room on the Weed Campus.

The following Members were Present:
Barry Ohlund, President
Greg Hanna, Vice President/Clerk
Alan Dyar
Carol Cupp
Penny Heilman
Jim Hardy

Absent:
Robert Rice

Also Present:
Scotty Thomason, Superintendent/President
Dr. Gregory South, Interim Vice President, Instruction
Nancy Funk, Vice President, Administrative Services
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 5:23 p.m.

**Item 3. Closed Session**
- **Public Employee Appointment (pursuant to Government Code Section 54957)**
  - Adjunct Instructors, fall semester – 1 short-term position
  - Adjunct Instructors, spring semester – 21 short-term positions
  - Associate Degree Nursing – 1 probationary faculty position
  - Expert Instructional Aide, ADJ – 5 short-term positions
  - Expert Instructional Aide, Paramedic – 2 short-term positions
  - Head Football Coach/Instructor – 1 probationary faculty position
- Instructional Support Specialist 1, DSPS – 1 short-term position
- Librarian – 1 probationary faculty position
- Music Instructor – 1 probationary faculty position
- Program Assistant, Nursing – 1 short-term position
- Program Specialist 2, DSPS/Counseling – 1 short-term position
- Van Driver – 3 short-term positions
- Vocational Nursing Instructor – 1 probationary faculty position
- Volunteers – 6 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 6:16 p.m.
The Board reconvened into open session at 6:23 p.m.

**Also Present After Closed Session:**
- Michael Tischler, President, Faculty Association
- Michael Graves, President, Academic Senate
- Larry Glenn, Vice President, ASM
- Donna Farris, Vice President, CSEA
- Dylan Paoli, Student
- Dennis Weathers, Dean, Liberal Arts & Science
- Kent Gross, Controller
- Dawnie Slabaugh, PIO/Foundation Office
- Elaine Eldridge, Staff
- Steve Reynolds, Faculty Member
- Jude Baldwin, Faculty Member
- Roberto Mazariegos, Faculty Member
- Sunny Greene, Faculty Member
- Ahmed Ismail, Faculty Member
- Jayne Turk, Faculty Member
- Lori Luddon, Staff
- Dr. Robert Taylor, Dean, Career & Technical Education
- Charlie Roche, Faculty Member
- Community Members and Students
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 noted that meetings are taking place regarding the west side fire recovery.
- Trustee Carol Cupp is continuing to participate in the Foundation meetings, and attended the women’s basketball game. She has received positive feedback regarding the new music instructor.
- Trustee Jim Hardy encouraged those present to attend a Mt. Shasta City Council meeting.
- Trustee Penny Heilman noted that an exhibition will open on Saturday at the Siskiyou Arts Museum and invited all to attend. Dennis Weathers will be presenting a lecture demonstration on March 21st.

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 noted that we recently lost a member of the COS family. Patty Broussard, Kevin Broussard’s wife, lost her battle with cancer. A memorial service is being planned for later this month.
  - A handout was distributed showing the timeline for major initiatives from the California Community Colleges Chancellor’s Office.
  - Enrollment seems to have stabilized, and Scotty is optimistic that we will attain our FTES goals this year and fully restore. He thanked everyone for their hard work to make this happen.
  - Scotty thanked Dr. Bob Taylor for his work on a last-minute grant request from the Ford Family Foundation. The $200,000 grant will help with construction of homes lost in the Boles fire. It will be a collaborative effort between COS, the City of Weed, Weed High School and others.
  - Job announcements will be going out shortly for the following positions: Vice President, Instruction; Vice President, Student Services; Director of Admissions and Records; and Director of Facilities. The positions have already been announced for a fire and nursing instructor. Thanks to a prioritized list from the Academic Senate and Instruction Council, we will also announcement the position of a full time counselor which will be financed with SSSP funds.
  - Kathy Gassaway will be retiring in June. We have also announced that position and hope to announce additional classified positions shortly.

- **Administrative Services:**
  - Nancy Funk thanked the maintenance staff for their effort in cleaning up the maintenance yard. A new sign was recently put up at the entrance to the football field.
  - The contract with Hire One has been signed and the kick off meeting will be held on March 25th. Nancy noted that they are looking for students to participate.
Academic Affairs:
- Dr. South encouraged everyone to attend the Art Department’s Printmaking Club exhibit at the Siskiyou Arts Museum.
- There is a good chance that we will be meeting or exceeding our FTES cap this year.
- A group of theater students attended the Kennedy Center American Collegiate Theater Festival at Eastern Washington University. Two students received awards: Peter Nile won a best of show award for best lighting design; and Makala Royer was awarded a theater scholarship to Eastern Washington State University.

Human Resources:
- The report from Human Resources is in the Campus Connection. Nancy Miller noted that there is a job board located in the Student Center across from the restrooms.

Public Relations / Foundation:
- Dawnie Slabaugh noted that tickets will be available at the door for the spring musical “Rent”.
- A workshop will be held for middle-school aged girls on May 2nd which is being sponsored by COS, College Options, AAUW and SCOE.
- Dawnie gave a brief history about the COS Foundation, noting that it was started in 1991 with seven members who each contributed $100 as starting funds. Current assets have grown to $3,436,000. Contributions from the Foundation to the college totaled $97,000 in 2013-14 and $110,000 to date this year. The annual golf tournament will be held on July 11th. Proceeds will be used to purchase uniforms for men’s and women’s soccer.

Classified Staff:
- Donna Farris encouraged everyone to go see the play. She also was encouraged to hear about the hiring of classified staff, but asked that we take care of the ones we have.

Academic Senate:
- Mike Graves noted that the Academic Senate will be meeting on Thursday and will discuss the new equivalency procedure. Senate elections will take place in May. Work is also being done on emeritus faculty.

Student Trustee:
- ASB has named two employees of the month for February: Ty Speck and Heather Collins.
- Eighth grade day was a success.
- Several ASB members attended the Region I meeting recently held at Shasta College.
- Students are concerned with the layoff of the full time Spanish faculty member.
- There are also concerns regarding Hire One. Students would like to learn more about this program.
- Dylan gave an update on the COS sports teams, noting that COS has the #1 javelin thrower in the nation for community colleges.

REPORTS/ NO ACTION

Item 7. **Revisions to and Adoption of Administrative Procedures**
Board Report No. **4822** – Enclosed
The Board was asked to review Administrative Procedures 2510, 3250, 3410, 3420, 3430, 3500, 3540 and 3560. The revisions to and/or adoption of these procedures were made to reflect current COS practices, as well as comply with changes as recommended by the CCLC Policy and Procedure Service.
ACTION ITEMS

Consent Agenda

Item 8. **Reading of the Minutes** – Enclosed
Minutes of the 928th meeting, a regular meeting, held on Tuesday, February 10, 2015 of the Governing Board of the Siskiyou Joint Community College District were approved.

Item 9. **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 11. **Status of Reserves** – Enclosed
A statement showing the status of reserves projected for the end of the current fiscal year was approved.

Item 12. **Budget Adjustments – Fiscal Year 2014/15** – Enclosed
Adjustments to the 2014/15 budget were approved.

Item 13. **Revised Administrative Support/Management, Classified, Full-Time Faculty and Part-Time Faculty Salary Schedules** – Enclosed
The Board approved the revised Administrative Support/Management, Classified, Full-Time Faculty and Part-Time Faculty salary schedules.

Item 14. **Dates of Upcoming Meetings**
- **Tuesday, April 7, 2015**
- **Tuesday, May 5, 2015**
- **Tuesday, June 9, 2015**

It was moved and seconded (Dyar/Heilman) to approve the consent agenda. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 15. **Open Forum**
**Steve Reynolds**
Steve spoke regarding the pending layoff of Roberto Mazariegos. Faculty are encouraged to try other avenues to raise enrollment, and Roberto has done this. His numbers have doubled, and he has allowed for more students than the cap for the class. He deserves an opportunity to continue to increase enrollment.

**Shakira Graham**
Shakira spoke regarding the continued cutting of classes each semester. She asked the following: the 20 student minimum requirement be rescinded; that ASB work hand in hand with the
Recruitment and Retention Taskforce to bolster enrollment; and that COS students be retained by ensuring classes need to gain an Associate’s Degree or transfer requirement be held.

**Mike Tischler**
Mike distributed a document showing the Spring 2015 FTES production for the Spanish classes, noting that the potential annual revenue production for two semesters (fall and spring) would be approximately $117,000.

**Sonia Aguirre**
Sonia is an out-of-state student who supports the Spanish program. It is needed for university transfer and helps students with the foreign language requirement. She further noted that she is proud to be a student here at COS.

**Lori Crockett**
Lori is a student here as well as a teacher at Golden Eagle Charter School. She would be very disappointed if we did not have a foreign language here at COS.

**Dawnial Blockman**
Dawnial is a student of Roberto’s. She expressed the importance of having face-to-face Spanish classes at the college. Without them, communicating with clients in Tulelake will be difficult.

**Debbie Derby**
Debbie is a long-term community member who was excited to come to COS to take Spanish. She noted that Roberto is an exceptional teacher who is always prompt and ready to go. Taking the class online is not the same. It would be a shame to cancel the program, and she would be disappointed if she couldn’t take the class.

**Roberto Mazariegos**
Roberto has been teaching here for 19 years, and was informed of the pending layoff last Thursday. He noted that he has 78 students total this semester and has been putting a lot of effort into the program. He has also organized travel programs to Spain and Latin America. He asked administration to reconsider and revoke this layoff action. We should think of the students first.

**Angela Heartsong**
She asked the board to re-consider the decision to cancel the Spanish program. She has taken Spanish 1 – 4, and noted how immensely important the program is. It is the only foreign language offered here at the college.

**Jade Dewey**
Jade is concerned about the elimination of the Spanish program. She noted that Roberto’s classes are amazing, and she would be shocked to lose the program in a place where so many people speak Spanish. She suggested educating people regarding low enrollment.

**Linda Darnall**
Linda took classes from Santa Rosa Junior College, noting that they are larger and move at a faster pace. Roberto builds efficiently in his classes because of the smaller sizes. Students also feel comfortable asking questions. She further noted that in 20 years 50% of the state’s population will be Hispanic. She asked that the college not forget to look forward.
Glenn Harvey
Glenn is a Rotarian who has taken several of Roberto’s classes and traveled to Central America. He noted that high school students are now able to take an accelerated Spanish class by enrolling at COS. Roberto teaches the language as well as the culture. He is not a resistive faculty member, and is very innovative. He made the class affordable to using a textbook that only cost $25.00. He suggested that the board not make a decision based on enrollment alone.

Discussion and Action Items

Item 16. Ratification of Tentative Agreement Between College of the Siskiyous Faculty Association (“Association”) and the Siskiyou Joint Community College District (“District”)

Board Report No. 4818 – Enclosed
The Board was asked to consider ratifying a tentative agreement that will bring settlement of an unfair practice charged filed by College of the Siskiyous Faculty Association (“Association”) regarding an administrator performing counseling duties. On January 20, 2015 the parties met at the Public Employee Relations Board (PERB) for a pre-hearing settlement conference and were able to reach tentative agreement to settle the Unfair Practice Charge without going to hearing. The Association met with their members on February 5, 2015 and ratified the terms of the proposed agreement.

A motion was made and seconded (Hanna/Heilman) to approve Board Report No. 4818. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 17. Acceptance of CTE 60% Enhancement Grant

Board Report No. 4819 - Enclosed
The Board received information about a grant acquired from an allocation from the California Community Colleges Chancellor’s Office and considered approval of expenditures. Funds from the $50 million CTE Enhancement Fund were made available to seven CTE Regional Consortia with a funding formula based on actual CTE FTES. It was determined that Shasta-Tehama-Trinity Joint Community College District would serve as the fiscal agent for the project in the North/Far North Region and that the focus of the project would be Advanced Manufacturing. COS will receive $108,042 for the period from March 1, 2015 to March 15, 2016. The funding will largely be used for equipment and software purchases, including 26 computers and desks, a Solid Works Software package and a 3D prototype printer.

A motion was made and seconded (Hardy/Heilman) to approve Board Report No. 4819. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 18. ACCJC Follow up Report to the April 15, 2014 Special Financial Report

Board Report No. 4820 – Enclosed
The Board was asked to consider approval of the Follow-Up Report to the ACCJC Special Financial Report. The District submitted a Special Report to the Accrediting Commission for Community and Junior Colleges (ACCJC) in April 2014. This report was reviewed by ACCJC at its meeting on June 4-6, 2014, and found the District to have fully satisfied three of the four recommendations. The information in this report is in response to the remaining recommendation related to the long range budget plan to resolve the OPEB financing. Through District-wide efforts to contain health benefit costs, which include the expenses for retirees who receive life time benefits, the District’s actuarially determined liability for retiree health benefits has been significantly reduced. The result is that the
District has been able to budget $560,529 to fully fund the Annual Required Contribution (ARC) related to retiree health benefits for 2014-15, which is $180,893 beyond its “pay-as-you-go” amount.

A motion was made and seconded (Heilman/Hardy) to approve Board Report No. 4820. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 19. 2015-16 Student Housing and Food Service Rates**
The Board is asked each year to establish student housing and food service rates. Recommendations for student housing and food service rates for the 2015/16 school year are as follows:

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<th>Summer</th>
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<tbody>
<tr>
<td></td>
<td>Room/Day</td>
<td>Room up to 3 occupants</td>
<td>$45/night</td>
</tr>
<tr>
<td>Food/Day</td>
<td>Breakfast, lunch, dinner</td>
<td>$24.50</td>
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<table>
<thead>
<tr>
<th>Fall/Spring Contract</th>
<th>Past</th>
<th>Current</th>
<th>New</th>
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<tbody>
<tr>
<td>SINGLE*</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>19 meals/week</td>
<td>$10,700</td>
<td>10,750</td>
<td>11,100</td>
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<tr>
<td>15 meals/week</td>
<td>$10,000</td>
<td>10,040</td>
<td>10,400</td>
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<tr>
<td>DOUBLE</td>
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<tr>
<td>19 meals/week</td>
<td>$8,700</td>
<td>8,750</td>
<td>8,900</td>
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<tr>
<td>15 meals/week</td>
<td>$8,000</td>
<td>8,040</td>
<td>8,200</td>
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<tr>
<td>TRIPLE*</td>
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<tr>
<td>Limited to 12 students</td>
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<tr>
<td>19 meals/week</td>
<td>$7,700</td>
<td>7,750</td>
<td>7,900</td>
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<tr>
<td>15 meals/week</td>
<td>$7,000</td>
<td>7,040</td>
<td>7,200</td>
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Note: Chartwells provides each Lodge student with $100/semester Flex funds. Flex Funds are either used in the Eagle Café or in the dining hall on weekends. Discussions were held regarding a possible one year extension with Chartwells as well as other options. Also discussed was the decline in the number of students residing in the Lodges.

A motion was made and seconded (Hanna/Dyar) to approve Board Report No. 4821. The motion carried with the following vote: 5 ayes, 1 noes, 1 absent.

**Item 20. Revisions to Board Policies – Second Reading**
The Board was asked to consider approval of revisions to 11 board policies in Chapters 4, 5, 6 and 7 as a second reading. Revisions to these policies were advised from the Policy and Procedure Service. The first reading of the revisions was presented at the February 10, 2015 board meeting. The board policies are as follows: 4025, 4030, 4050, 5500, 5700, 6200, 6300, 6330, 6520, 6700 and 7120.

A motion was made and seconded (Dyar/Hardy) to approve Board Report No. 4823. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 21. 2015-16 Budget Assumptions**
The Board was asked to approve the 2015/2016 budget development assumptions. The District’s budget development, which includes participation from all campus employees through the District’s planning and budgeting process, begins with the development of the basic assumptions based on the District goals and current state budget information. A detailed description of the current
assumptions is attached to this report. Timelines are delineated to ensure completion of the process in compliance with state statute.

It was moved and seconded (Cupp/Dyar) to approve Board Report No. 4824. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 22. Committee to Recommend Process for Board Self-Evaluation**
Board Report No. **4825** – Enclosed
The Trustees were asked to appoint a committee of no more than three members to recommend a process for Board self-evaluation. Board Policy #2745 states that a committee of the Board will be appointed to recommend the instrument or process to be used in the Board’s self-evaluation. Penny Heilman, Jim Hardy and Alan Dyar agreed to serve on this subcommittee.

It was moved and seconded (Dyar/Hanna) to approve Board Report No. 4825. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 23. Consideration of Resolution Regarding Academic Reduction in Force (1.0 F.T.E. – Layoff)**
Board Report No. **4826** – Enclosed
The Board was asked to consider approval of an academic reduction of 1.0 (175 day) FTE Faculty Spanish Instructor position due to low enrollment in the program. Full-time equivalent students (FTES) production for the Spanish Program has averaged 12-18 FTES per year in recent years which is not enough to support a full-time faculty position.

It was moved and seconded (Cupp/Heilman) to approve Board Report No. 4826. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

There were no Items from the Board.

**Item 24. Continuation of Closed Session**
A second closed session was not needed.

**Item 25. Report of Action From First Closed Session**
A motion was made and seconded (Dyar/Heilman) to approve the personnel list. The motion carried with the following vote:

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

**Item 26. Adjournment**
There being no further business to discuss, President Barry Ohlund declared the meeting adjourned at 8:00 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