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, April 7th at 5:00 p.m., in the Board Room on the Weed Campus, Weed, CA.

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

At 5:02 p.m. Barry Ohlund, President, called to order the 930th 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  
Carol Cupp  
Penny Heilman  
Jim Hardy  
Robert Rice

**Absent:**

Alan Dyar

**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 5:03 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 – 20 short-term positions
  - Administrative Secretary, CTE – 1 substitute position
  - Artist Model – 4 short-term positions
  - Expert Instructional Aide, Fire – 4 short-term positions
  - Expert Instructional Aide, Paramedic – 2 short-term positions
  - Expert Instructional Aide, Softball – 1 short-term position
  - Expert Instructional Aide, Track & Field – 3 short-term positions
  - Instructional Support Specialist 2, EMT – 1 short-term position
  - Instructional Support Specialist 2, Technology – 1 short-term position
Senior Systems Analyst/Programmer – 1 permanent position
Van Driver – 3 short-term positions
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 5:59 p.m.
The Board reconvened into open session at 6:10 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
Dennis Weathers, Dean, Liberal Arts & Science
Kent Gross, Controller
Doug Haugen, Director, Student Life
Nancy Shepard, Associate Dean, Learning Resources
Dawnie Slabaugh, PIO/Foundation Office
Dr. Robert Taylor, Dean, Career & Technical Education
Sheila Grimes, Staff

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. Three minutes will be allotted to each speaker.

Item 5. Board Member Reports
The following information from the Trustees was received:
➢ Trustee Penny Heilman described the enthusiasm for a printmaking lecture by Dennis Weathers at the Siskiyou Art Museum in Dunsmuir. There were approximately 30 people in the audience, and 10 of them want to register for the printmaking class in the fall. Penny noted that she would like to see more instructors visit local community groups as this is a good marketing tool. She also described a COS video contest that is being held to promote advertising at the Siskiyou Golden Fair booth this year. The purpose and rules of the contest were reviewed.
Trustee Jim Hardy noted that Mount Shasta High School students are excited about classes at COS. They were also aware of the new 3D printer that will be purchased with grant funds.

Trustee Carol Cupp attended two community events in March, including the Foundation dinner and the Lake Shastina chili feast. The feedback she has received from the community has been positive.

Trustee Robert Rice thanked the Board for allowing his recent absence. While gone, Bob was able to attend classes at Southwestern College on geology and paleontology. He will also be attending a meeting with an Obama appointee who is a geologist and Bob will be making a presentation on the resources of importance on the Klamath River.

**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 the importance of getting students to drop classes before the drop date with a “W” as opposed to not dropping and getting an “F”.
  - AB86 deals with adult education. The allocation from the State for this effort relative to the involvement of the California community colleges has now been reduced to $150 million.
  - Scotty described how the current “Business Model” is not working for the 12 smallest community colleges. Additional funding could yield significant benefits for these colleges.
  - Recently the legislature passed a requirement for a new growth funding formula for community colleges that is similar to what is used for K12’s. This is problematic for a number of reasons. It is a bad idea that will create “unintended consequences”.
  - Scotty explained that ACCJC could possibly be adding a new category for re-affirmation which will be called “Reaffirmation for one year”. This will allow colleges that have some additional work to do time to get everything done instead of being placed on sanction. We are working now to complete our self-evaluation report.
  - Scotty asked again that all board members complete the 2-hour ACCJC training. He will be attending an accreditation workshop in San Diego in May.

- **Administrative Services:**
  - Nancy Funk noted that things are quiet in Sacramento relative to the budget. Revenues are up, and we could possibly receive one-time money this year or next. We are working locally on the tentative budget.
  - Nancy congratulated Nancy Shepard on recently completing the Chief Information Systems Officers Certification Program.
  - The Safety Committee has been meeting regularly and doing a lot of work. Keenan recently completed their annual safety review, and most items on the list have been corrected. The committee has been inspecting one building on campus after each meeting.

- **Academic Affairs:**
  - Dr. South noted that it appears that on-ground enrollment is up 4% for the spring semester. We expect to meet or exceed cap.
  - Greg gave an overview of the Institutional Effectiveness Partnership Initiative. The goal of this initiative is to help advance colleges’ institutional effectiveness and in the process, significantly reduce the number of accreditation sanctions and audit issues, as well as enhance the system’s ability to effectively serve students. Colleges must develop, adopt and post by June 30th locally developed and adopted goals using approved metrics and the goals framework. The COS goals will be brought to the Board at the May meeting for approval.
Human Resources:
- Nancy Miller noted that HR has been very busy recruiting for the positions that are currently open, as well as planning for 5 more positions that will be announced soon.

Public Relations / Foundation:
- Dawnie Slabaugh noted that the April 8th baseball game has been changed to April 9th.
- Dawnie thanked those that attended the President’s Circle Banquet held in March.

Administrative Support/Management:
- Eric Houck shared the cover for the 2015-16 catalog which will be released soon.

Classified Staff:
- Sharon Swingle noted that the recent production of “Rent” was the best musical we’ve had and also broke attendance records. Pre-negotiations have begun with CSEA and all are optimistic.

Academic Senate:
- Mike Graves noted that there are two Academic Senate meetings left for the semester. Senate elections will be taking place in early May. The faculty is currently reviewing the F vs W completion percentages for all classes. Mike is still waiting on Emeritus Faculty nominations.

Student Trustee:
- ASB and House Council are putting on a “Dance through the Decades” this Friday, April 10th from 8:00 to 12:00.
- The musical “Rent” was a huge success and broke all-time attendance records. Sophie thanked everyone for their support.
- ASB has been discussing and suggests a student activity fee be implemented to help support campus activities. This fee would be separate from the Student Center fee which is meant only to improve and maintain the Student Center.
- Sophie noted that students appreciate being able to participate on committees as it helps them understand how the college operates.

REPORTS/ NO ACTION

Item 7. **Revisions to Administrative Procedures**
Board Report No. 4835 – Enclosed
The Board was asked to review Administrative Procedures 3050, 3200, 3750, 4020, 4025, 4030, 4040, 4050, 5013, 5015, 5500, 6200, 6300 and 7211. The revisions to 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 929th meeting, a regular meeting, held on Tuesday, March 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. **New Course Proposals – Enclosed**

The following community education course proposals in Construction and Band Experience were approved:

- XCS 0305 – Introduction to Construction
- XMT 0317 – Band Experience

Item 14. **Revised Administrative Support/Management Job Description – Enclosed**

The ASM job description for Senior Systems Analyst/Programmer was approved.

Item 15. **Dates of Upcoming Meetings**

- **Tuesday, May 5, 2015**
- **Tuesday, June 9, 2015 – this meeting will be held on the Yreka campus**
- **Tuesday, July 7, 2015**

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

Item 16. **Open Forum**

No open forum items were presented.

Discussion and Action Items

Item 17. **Acceptance of AB86 Adult Education Grant**

Board Report No. 4827 – Enclosed

The Board received information about a grant received from the Chancellor’s Office through funding from Assembly Bill 86 and considered approval of expenditures. The purpose of AB 86 is to provide grant funds to regional consortium to create and implement a plan to better provide adults in its region. College of the Siskiyous will serve as the fiscal agent for a $100,000 AB 86 grant through an agreement with the Shasta-Tehama-Trinity Joint Community College District. Of the $100,000 award, $40,000 will be disbursed to Siskiyou County school districts and STEP. The remaining $60,000 will be expended by COS on grant management and any additional partner expenses in the completion of AB 86 goals to certify GED testing sites in Siskiyou County.

A motion was made and seconded (Heilman/Rice) to approve Board Report No. 4827. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.
**Item 18. Acceptance of Deputy Sector Navigator Mini-Grant for Manufacturing Pathways - Construction**

Board Report No. 4828 - 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. In Fall 2013, the Chancellor’s Office Economic & Workforce Development Division chose to allocate funding for Deputy Sector Navigator grants that were to be determined by regional selection. An agreement was made between Shasta-Tehama-Trinity Joint Community College District to fund College of the Siskiyous for a Deputy Sector Navigator grant in Advanced Manufacturing for the Far North Region. The project will allow for the development of a Manufacturing Pathway between COS and Weed High School which will focus on the creation of a Community Construction Employment Training Program. COS will receive $4,000 for the period from March 1, 2015 to June 30, 2015.

A motion was made and seconded (Cupp/Hardy) to approve Board Report No. 4828. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 19. Authorization to Participate in the 2015 Tax Revenue Anticipation Note Program**

Board Report No. 4829 – Enclosed

The Board was asked to approve participation in the 2015 Tax Revenue Anticipation Note (TRAN) program for the 2015-16 school year. Resolution No. 2014-15-09 authorizes the issuance by the Siskiyou Joint Community College District of the 2014 Tax and Revenue Anticipation Note, not to exceed $5,500,000. The 2015 TRAN will be dated July 7, 2015 and the maturity will not exceed twelve months and will be due by June 30, 2016. The TRAN will be issued through a statewide financing program sponsored by the Community College League of California. The purpose of the temporary borrowing is to increase available cash balances which provide operating funds to cover cash shortfalls.

A motion was made and seconded (Hardy/Heilman) to approve Board Report No. 4829. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 20. Retiree Health Benefits Oversight Committee**

Board Report No. 4830 – Enclosed

The Board was asked to establish a Retiree Health Benefits Oversight Committee and appoint members to that committee. The Retiree Health Benefits Oversight Committee should consist of the Vice President of Administrative Services, the Controller, and at least two members of the Board of Trustees. Barry Ohlund and Carol Cupp agreed to serve on this committee.

A motion was made and seconded (Hanna/Heilman) to approve Board Report No. 4830. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 21. 2015-2016 Student Health Fee**

Board Report No. 4831 – Enclosed

The Board was asked to consider adjusting the Student Health Fees for the 2015-2016 school year. The current charge for the health fees are as follows: Full time student - $15 per term; Part time student - $12 per term. The proposed health fees for 2015-16 are: Full time student - $19 per term; Part time student - $16 per term. The proposal would also utilize the flexibility provided by the 2005 changes in Education Code that allow local boards to determine if students on the BOG waiver will be exempt from the fee. At one time the fees charged for health fees were adequate to cover expenses. However, as student demographics and needs have changed, the current fees being charged are not
sufficient to cover the cost of the programs. It is recommended that the Board approve the increase in student health fees and remove the exemption for low income students.

A motion was made and seconded (Hardy/Cupp) to approve Board Report No. 4831. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 22. Use of 2015-16 Flexible State Categorical Funds**

Board Report No. 4832 - Enclosed

It is recommended that the Board approve reallocation of Faculty and Staff Diversity funds to the Student Financial Aid Administration fund for additional support of student financial aid needs. Every year the district receives categorical funding for faculty and staff diversity education to keep the district staff current on diversity issues. For the 2014-15 fiscal year, this amount is $3,566. In order to make the most efficient use of our State Categorical funding, the District would like to use the current year funding for diversity education of $3,566 to support student financial aid program needs that have been identified.

It was moved and seconded (Hanna/Heilman) to approve Board Report No. 4832. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 23. Acceptance of Electronic Transcript Mini-Grant**

Board Report No. 4833 – Enclosed

The Board received information about a grant acquired from the California Community Colleges Chancellor’s Office and considered approval of expenditures. Electronic transcripts have been identified as a critical component of an education planning system, and supporting the implementation of electronic transcripts at all community colleges is a goal of the Education Planning Initiative. To quality for an implementation mini grant, each college must be able to transmit and receive electronic transcripts in the California Electronic Transcript Standard format. There are four options that COS has chosen to complete: (1) Certification for CSU GE / IGETC and more; (2) Course Level Transferability and Eligibility; (3) Associate Degree for Transfer; and (4) New eTranscript California Colleges – send and receive electronic. COS will receive $5,000 for each of the four options outlined above, or a total of $20,000 for the grant funding period of March 1, 2015 through January 31, 2016.

It was moved and seconded (Hardy/Heilman) to approve Board Report No. 4833. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 24. CCCT Board of Elections - 2015**

Board Report No. 4834 – Enclosed

The Board held a discussion on the candidates for the CCCT Board election.

The candidates discussed and selected by the Board to submit to the CCCT Election were:

1. Ann H. Ransford
2. Janet Chaniot
3. Richard Watters
4. Bernard “Bee Jay” Jones
5. Brent Hastey
6. Janet Green
7. M. Tony Ontiveros

It was moved and seconded (Hardy/Heilman) to approve Board Report No. 4834. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.
Item 25. Oregon Exchange Program Participation
Board Report No. 4836 – Enclosed
The Board discussed a proposal to remove the limit on the number of students who wish to participate in the Oregon Exchange program at the reduced Oregon Exchange fee rate. California Education Code Sections 66800-66804 authorize community college districts to elect to participate in interstate attendance agreements to “benefit from larger and more heterogeneous enrollment”. This code sections pertain only to states which border California and such an agreement exists with the State of Oregon. Under this program the District is allowed to claim up to 100 FTES for these students under this exemption and the students are charged a reduced fee of $138 per unit. It is the District’s desire to make the reduced fee of $138 per unit available for all Oregon students who wish to enroll in the Oregon Exchange program, even though the District will still only be allowed to claim 100 FTES for funding from the State.

It was moved and seconded (Hardy/Cupp) to approve Board Report No. 4836. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 26. Approval of Recommendation of the Evaluation Committee on Board Evaluation Process
Board Report No. 4837 – Enclosed
The Trustees were asked to approve the recommendation of the Evaluation Committee on the Board evaluation process. The committee, which was appointed at the March board meeting, is recommending the same evaluation tool used last year, however, additional questions were added and some minor changes made. Additional changes were discussed and approved:

#4: The Board monitors implementation of the facilities master plan.
#5: The Board monitors implementation of the educational master plan.

Both the Trustees and those who sit at the Board table will respond to the survey. The results will be tabulated and used at a Board Retreat to conduct a self-evaluation.

It was moved and seconded (Cupp/Hanna) to approve Board Report No. 4837. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Items from the Board
There were no Items from the Board.

Item 27. Continuation of Closed Session
A second closed session was not needed.

Item 28. Report of Action From First Closed Session
A motion was made and seconded (Hardy/Heilman) to approve the personnel list. The motion carried with the following vote:

Carol Cupp: Aye            Penny Heilman: Aye
Alan Dyar: Absent          Barry Ohlund: Aye
Greg Hanna: Aye            Robert Rice: Aye
Jim Hardy: Aye
Item 29. Adjournment

There being no further business to discuss, President Barry Ohlund declared the meeting adjourned at 7:48 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