

SISKIYOU JOINT COMMUNITY COLLEGE DISTRICT

BOARD MINUTES

934th Meeting -- Regular Meeting, July 7, 2015

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, July 7, at 5:00 p.m.**, in the Board Room on the Weed Campus.

At 4:30 p.m. Steve Reynolds led a discussion on "The Role of The Board in Accreditation, Standard IVC."

Item 1. Call to Order and Attendance

At 5:13 p.m. Barry Ohlund, President, called to order the 934th 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
Jim Hardy

Absent:

Alan Dyar
Penny Heilman
Robert Rice

Also Present:

Scotty Thomason, Superintendent/President
Nancy Funk, Vice President, Administrative Services
Dr. Gregory South, Interim Vice President, Academic Affairs
Nancy Miller, Executive Director, Human Resources
Eileen O'Hare Anderson, Attorney, Liebert Cassidy Whitmore (by phone)
Sheila Grimes, 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 5:14 p.m.

Item 3. Closed Session

- *Public Employee Appointment (pursuant to Government Code Section 54957)*
 - Account Clerk 1, Business Office – 1 substitute position
 - Administrative Secretary, LAS – 2 substitute position
 - Assistant Program Grant Manager – 1 short-term position
 - Equivalency Recommendations – 11 applicants
 - Expert Instructional Aide, Paramedic – 1 short-term position
 - Instructional Support Specialist 2, Computer – 1 substitute position
 - Office Secretary, Human Resources – 2 substitute positions
 - Program Specialist 2, DSPS – 1 short-term position

- Student Services Specialist 1, Counseling – 1 substitute position
- Van Driver – 4 short-term positions
- Volunteers – 12 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)*
- *Anticipated Litigation, 1 case (pursuant to Government Code Section 54956.9)*
- *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 6:15 p.m.

The Board reconvened into open session at 6:26 p.m.

Also Present After Closed Session:

Donna Farris, Vice President, CSEA
Dylan Paoli, Student Trustee
Dawnie Slabaugh, Interim Director, PIO/Foundation Office
Jayne Turk, President, Academic Senate
Chris Wehman, Vice President, ASM
Kent Gross, Controller
Valerie Roberts, Interim Associate Dean of Student Success
Michael Tischler, President, Faculty Association
Dennis Weathers, Interim Dean, Liberal Arts & Sciences

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 Carol Cupp announced that she attended the Foundation pre-retreat in Mount Shasta. Numerous topics were discussed in preparation for the actual retreat. There are a few new Foundation Board Members who shared ideas on what areas could be improved upon as well as how to get new members up to speed. The Foundation Golf Tournament is this Saturday and Carol is sponsoring a team for the event.
- Trustee Jim Hardy stated that he pleased to be hearing good things about the College in the Community.

- Trustee Barry Ohlund has also been hearing positive things about the College in the Community. Barry was very happy to announce that he received a text from his son just prior to the Board meeting stating that he had just purchased a home.

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 Thomason pointed out that in the Campus Connection there is a beautiful picture of the COS float that was in the Fourth of July Parade. Scotty along with Dawnie Slabaugh, Nancy Funk, Jayne Turk, Doug Haugen, and Jude Baldwin decorated the float. Ron Slabbinck and a few of the Performing Arts students and athletes rode in the float in the parade. The float will also be making an appearance in the Carnevale Parade. Scotty wanted to thank all of them for their hard work. Special thank you to Dawnie for letting us use her trailer and also to Jayne Turk for letting us park the trailer at her house.
 - Scotty and Sharie were unable to see the float in the parade as they were committed to work in a fireworks booth which they did for nine hours on the fourth.
 - COS has been really busy hiring for the various vacant positions. One of four faculty positions is complete and the other three are moving along. There are a number of classified positions that have been filled. Some of these positions were hired internally, so we are currently filling the vacant positions with interim help until we can permanently fill these positions. Open forums and final interviews were held for the Vice President of Student Services and the Vice President of Instruction. Scotty is hoping to announce the successful candidates in the next week or so. The official hiring of the two Vice Presidents will be at the August Board meeting.
 - We are looking forward to again growing this year in our FTEs. We grew eight percent last year. Not all colleges grew so that will position us for more growth money in the next year. Thank you everyone for a great year!
- **Administrative Services:**
 - Nancy Funk noted that in the process of doing our Tran Application, S&P increased our credit rating from SP1 to a SP 1+. Since we are a small community college who struggles with reserves, this improved credit rating puts us in a more attractive position if we were going out for a loan or bond money. It also put us in a more attractive position as far as fiscal stability with the accreditation team.
 - We received a letter back from Accreditation Commission regarding our follow-up report stating that we still had not met the requirements for the ARC. Nancy called the Accreditation Commission to receive further clarification. They requested that we put in place a long-term plan with a long-term intent to fully fund our liability by the end of thirty years. We are currently in year two. There will be a supplemental report with our self-study that will show our long-range plan.
- **Academic Affairs:**
 - Dr. South announced that our FTEs are up by eight percent. Since we have met our institutional cap, we have had to turn down FTEs with one of our ISA's. Our ISA agreements have put us at our institutional cap.
 - Dr. South and Ryan Paoli, our new Student Trustee, began their monthly meetings this month. Ryan is very interested and keenly aware of the value of his position.

- We are in the process of hiring four faculty positions. We have hired the Fire Coordinator, the Counselor and Kinesiology positions are in process, and we have interviewed for the nursing position. We hope to have some good news soon regarding our new hires.
- **Human Resources:**
 - Nancy Miller shared that we are doing more recruitment this summer that we have ever done. We currently have 13 positions open.
- **Public Relations/Foundation:**
 - Dawnie Slabaugh wanted to acknowledge Jayne Turk for generously offering a space on her property to store and work on the float. Doug Haugen volunteered to drive the truck that pulled the float. Dawnie along with Scotty Thomason, Jude Baldwin, Nancy Funk, Doug Haugen, as well as Doug's son and Dawnie's son's helped decorate the float. The day of the parade, Ron Slabbinck arranged for a few Performing Arts students to be in the parade. Les Courtemanche arranged for a few student athletes to participate as well. The theme of the parade float was "Community." To showcase some of COS's community we included CTE, Athletics, and Music. Carnevale is tomorrow night at 7 p.m. and the Upward Bound Students will be appearing in COS's float.
 - We still have open spots for the fair booth. Jayne is coordinating and encouraging faculty to get involved.
 - Camp Broadway started yesterday and we will have three finale performances on July 31 and August 1 at 7 p.m. and August 2 at 2 p.m. in the Theatre. The play is entitled, "Peter Pan, Jr." The ages of the kids range from 8 to 16. If you are in town, please make it a point to see this play as it will be a really great show.
- **Classified Staff:**
 - Donna Farris reported that she is glad that the classified staff has had the opportunity to move up into the various open positions on campus.
- **Academic Senate:**
 - Jayne Turk announced that there are 70 summer classes offered not counting the ISAs.
 - Jayne joined the Yreka faculty and staff for a going away party for Steve Reynolds.
 - The Faculty have served on numerous committees over the summer such as the Curriculum Committee, Equivalency Committee, Accreditation Committee, and various hiring committees.
 - There were a number of faculty who attended the open forums for the Vice President of Student Services and Vice President of Instruction.
 - Jayne had the great honor of being the graduation speaker for Mattole High School. There were 32 graduates for this charter school. Jayne believed that we should increase our outreach efforts with Mattole High School.
 - Jayne was unable to attend the COS graduation as she was attending her daughter's graduation for her master degree. Jayne's daughter was a COS graduate. She went on to say that she is in contact with many of her former COS students and that we should increase our efforts to publicize the fact that many of our former graduates have gone on to pursue graduate degrees.
- **Student Trustee:**
 - Dylan Paoli noted that ASB is finalizing the student ambassador programs for the upcoming year. We have many students looking forward to their new positions.

REPORTS/NO ACTION

Item 7. Administration of the Oath of Office – Student Trustee, Dylan Paoli

Board President Barry Ohlund administered the Oath of Office to the new Student Trustee, Dylan Paoli.

Item 8. 2015-2016 Distribution of COS Foundation Scholarships

Board Report No. **4859** – Enclosed

The Board was presented with information regarding the distribution of COS Foundation Scholarship awards for 2015-2016. The Foundation Office received 52 applications from students attending Golden Eagle Charter, Mattole Valley Charter, Etna, Mt. Shasta, Yreka, Butte Valley, and Weed High Schools, and continuing COS students. No applications were received from Dunsmuir, Happy Camp, McCloud or Tulelake High Schools. Two endowed scholarships were not filled as there were no applications that met the scholarship criteria or the applicant was unable to satisfy qualifications as required by the endowed scholarships. After all applications were reviewed, the Foundation awarded a total of \$36,728 in Scholarships to 40 students (46 scholarships awarded).

Item 9. Professional Growth Awards

Board Report No. **4860** – Enclosed

The report is presented to inform the Board about recipients of Professional Growth Awards. In June, the following employee received a Professional Growth Award for earning at least 60 points: Kristopher Lininger. Kris was awarded a \$500 stipend.

Item 10. District Financial Reports - Enclosed

The Board reviewed the Monthly Summary of Revenue and Expenditures, Statement of Cash Flow and Status of Reserves.

ACTION ITEMS

Consent Agenda

Item 11. Reading of the Minutes – Enclosed

Minutes of the retreat held on Tuesday, June 9, 2015, and minutes of the 933rd meeting, a regular meeting, held on Tuesday, June 9, 2015, of the Governing Board of the Siskiyou Joint Community College District were approved.

Item 12. Disbursement Summary - Enclosed

The Disbursement Summary of warrants for the prior month was approved.

Item 13. Budget Adjustments – Fiscal Year 2014/15 – Enclosed

Adjustments to the 2014/15 budget were approved.

Item 14. Archive File Destruction – Enclosed

The destruction of archived files from the Bookstore was approved.

Item 15. Index of Board Reports, School Year 2014 – 2015 – Enclosed

A list of Board Reports from July 2014 to June 2015 was approved.

Item 16. Career and Technical Education Advisory Committee Membership – Enclosed

A list of the Career and Technical Education Advisory Committee membership for 2015-16 was approved with the exception of the Nursing Advisory Committee which will be updated and submitted to the Board for consideration and approval at the next Board meeting.

Item 17. Date of Upcoming Board Meetings

- Tuesday, August 4, 2015
- Tuesday, September 1, 2015
- Tuesday, October 7, 2015 (corrected as follows: Tuesday, October 6, 2015)

A motion was made and seconded (Hardy/Cupp) to approve the consent agenda. The motion was then amended to include the suggested changes to Item 16. Career and Technical Education Advisory Committee Membership. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Item 18. Open Forum

No open forum items were presented.

Discussion and Action Items

Item 19. Acceptance of Board 2012-13 Self-Evaluation and 2013-14 Goals

Board Report No. 4861 – Enclosed

The Board was asked to accept its self-evaluation for 2014-15. The evaluation committee recommended an evaluation instrument to support this annual practice and delivered an online survey using Survey Monkey which was then sent to all Board Trustees and representatives who sit at the board table. The results were reviewed and discussed by the Board at their June 9 Board Retreat. From the results of the survey, the Board discussed a variety of approaches to establishing goals for 2015-16. Special consideration was given to the policy-level orientation of the Board. The goals are as follows:

The Board will:

1. Govern by policy, following the established governance agreement.
2. Assure the continued fiscal health of the college.
3. Assure accreditation self-study is submitted on time and that the College operates as an Accredited Institution.
4. Promote positive public relations on campus and in the community.
5. Engage in more small California Community College advocacy work.
6. Actively pursue appropriate professional development activities.
7. Support exploration and implementation of strategies to improve recruitment, retention and enrollment to increase FTES.
8. Support enhancing efficiencies that lead to degree completion and enhance transfer rates including degree and curriculum alignment with the Associate Degree Transfer (ADT).
9. Support continued growth, pursuit of Career and Technical Education grant funding to foster enhanced and new course and program offerings to meet the workforce training needs of District residents.
10. Increase institutional efforts to improve their basic skills preparation and improve college readiness of the District's students.

It was moved and seconded (Hanna/Hardy) to approve Board Report No. 4861 with the correction to agenda title to read as follows: Acceptance of Board 2014-15 Self-Evaluation and 2015-16 Goals. The motion carried with the following vote: 4 ayes, 0 noes, 3 absent.

Items From The Board

There are no items from the Board.

Item 20. Continuation of Closed Session

A second closed session was not needed.

Item 21. Return to Open Session and Report of Action From Closed Session

A motion was made and seconded (Hanna/Hardy) to approve the personnel list. The motion carried with the following vote:

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

Item 22. Adjournment

There being no further business to discuss, President Barry Ohlund declared the meeting adjourned at 7:05 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