

**SISKIYOU JOINT COMMUNITY COLLEGE DISTRICT**

***BOARD MINUTES***

**935th Meeting -- Regular Meeting, August 4, 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, August 4, at 5:00 p.m.**, in the Board Room on the Weed Campus.

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

At 5:00 p.m. Barry Ohlund, President, called to order the 935th 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  
Alan Dyar  
Jim Hardy  
Penny Heilman  
Robert Rice

**Also Present:**

Scotty Thomason, Superintendent/President  
Nancy Miller, Executive Director, Human Resources  
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 5:01 p.m.

**Item 3. Closed Session**

- *Public Employee Appointment (pursuant to Government Code Section 54957)*
  - Adjunct Instructors, fall semester – 76 short-term positions
  - Adjunct Instructors, summer session – 17 short-term positions
  - Recommendations for Equivalency – 4 applicants for equivalency
  - Account Clerk 1, Bookstore – 1 short-term position
  - Administrative Secretary, CTE – 1 permanent position
  - Administrative Specialist II, LAS – 1 permanent position
  - Counselor – 1 categorically funded faculty position
  - Kinesiology Instructor/Head Men's & Women's Soccer Coach–1 contract faculty member, first-contract
  - Math Instructor – 1 interim faculty position
  - Professional Expert, Financial Aid – 1 short-term position
  - Van Driver – 3 short-term positions
  - Vice President, Instruction – 1 permanent position
  - Vice President, Student Services – 1 permanent position

- *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)*
- *Conference with Legal Counsel – Existing Litigation (pursuant to subdivision (b) of Section 54956.9)*
- *Litigation (pursuant to Government Code Section 54956.9)*
  - *Name of case: SC CV PT 15-0699 Juan Roberto Mazariegos vs. Siskiyou Joint Community College District, Board of Trustees of the Siskiyou Joint Community College District and DOES 1 through 20, inclusive.*
- *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
    - Agency Designated Representative: Nancy Miller
    - Unrepresented Employees: Administrative Support/Management
- *Public Employee Performance Evaluation (pursuant to Government Code Section 54957)*
  - *Title: Superintendent/President*

The Board took a brief recess at 6:02 p.m.

The Board reconvened into open session at 6:14 p.m.

**Also Present After Closed Session:**

Eric Houck, President, ASM  
Dylan Paoli, Student Trustee  
Dawnie Slabaugh, Interim Director, PIO/Foundation Office  
Sharon Swingle, President, CSEA  
Jayne Turk, President, Academic Senate  
Elaine Eldridge, Staff  
Kent Gross, Controller  
Dr. Gregory South, Dean  
Jenny Heath, Faculty  
Dr. Robert Taylor, Dean, Career and Technical Education  
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 invited everyone to come to Hoy Park in Lake Shastina this Friday night at 6:30 p.m. to listen to the Rusty Miller Band. This will be the last performance in this year's concert series sponsored by Scott Valley Bank. After a few months of being off, the Foundation recently met again to continue their on-going work. Carol complimented the College staff on doing a great job on the new signage that was recently installed in various locations across campus.
- Trustee Alan Dyar said that he has been keeping busy babysitting his four grandsons.
- Trustee Jim Hardy shared that he recently hosted a wedding at his home and married off his son.
- Trustee Penny Heilman announced that she registered for a Printmaking class today and she is really excited about it. She also shared on Facebook that she recently registered for Printmaking and received quite a few responses. She believes that everyone needs a reminder that school will soon be starting and that anyone who has an interest gets registered. She encouraged everyone to take a class as there is something about an education that changes you in a positive way. She helped a friend register online last week and it was enlightening, exciting, and horrific. Her friend did not have a lot of computer experience and the process was a little daunting. Penny noted that we want to be sure that the registration process is easy.
- Trustee Barry Ohlund attended a Foundation meeting and found it to be very interesting. He also attended the last forum for Vice President of Instruction and believes that we have a good candidate.
- Trustee Robert Rice attended all the Vice President of Instruction candidate forums. He congratulated Nancy Miller on doing a fine job of coordinating those presentations.

**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 is a member of the Siskiyou Community Services Council. The Council recently traveled for two days throughout the county visiting various family resource centers. Scotty joined them for one day and traveled to Happy Camp, Fort Jones, Yreka, and Montague. He also visited the Day Reporting Center, a check-in facility for parolees, in Yreka that is run by local law enforcement officials. This Center is training the parolees on dealing with horses to develop patience as well as gardening and splitting wood as fundraisers. Individuals that work for the family resource centers are fabulous servants trying to help their communities.
  - Scotty announced that Melissa Green is our new Vice President of Student Services. She officially started yesterday. Melissa along with Nancy Funk, Doug Haugen, and Bart Scott left this afternoon for a two-day Enrollment Management conference in San Mateo.
  - Our new Vice President of Instruction has been hired and will begin on August 31. He will be joining us at our next Board meeting in September.
  - We are presently working on Orientation Day which will be next Thursday, August 13.
  - Scotty presented the lapel pins that display the COS logo which was chosen by our employees. This pin is part of our branding to be worn especially if you go to conferences or off-site. These pins will be distributed at Orientation Day.

- We currently have 15 searches going. Some of the searches are for employees who have moved around internally. The Director of Admissions and the Director of Maintenance positions have been on hold until the salary survey information was received. Now that we have finally received the salary survey information, we are discussing how to implement those results.
- Nancy Funk and Kent Gross came back from the State Budget workshop last week and we have some updates including more information regarding the amounts of money we tentatively will be receiving. We will be receiving more money than what we initially expected. We also learned that our Faculty Obligation Number (FON) is going up this year. As soon as everyone has returned, we will be going out for a couple more faculty positions. Normally we advertise for faculty positions in January; however, we will be receiving \$144,000 to hire full-time faculty to begin working this year. In January, we will probably be going out for two additional full-time faculty as well.
- Dawnie will be sharing pictures of our new signage we have on campus.
- This Saturday will be check-in day at the Residence Halls. We have been getting ready by cleaning, painting, cleaning carpets, polishing the floors, etc. The Residence Advisors (RA's) were checking in last night. Financial Aid will be there on Saturday as well. We have packaged 407 students so far this year. Last year at this time, the first disbursement was for 243 students. Currently, we are already packaging 70 percent faster than last year and we will be packaging even more before we have the first disbursement. This is due to Banner upgrades and fixing the processing. We will soon be signing a purchase requisition for \$10,000 to have work done on our website to make it better and more user friendly.
- We are expecting that we will be able to spend more money to fully implement Banner and fix some of the challenges that we have had as well as buy some computers and technology. Scotty believes that it is going to be a really exciting year as we will be increasing our staff, catching up on Banner and computers, and looking at facilities.
- We are incorporating all the information we received from the State Budget workshop and meeting with the Budget Committee next week. College Council and the Planning Committee will soon be meeting jointly to review the proposed final budget as well as receive an update on the state budget. Nancy Funk and Kent Gross have been working long hours so that we can have this information at the September Board meeting for the Board's approval.
- Last year we had a \$16,000,000 general fund budget and this year it should be in the \$18,000,000 realm. Our total budget will be around \$30,000,000. Growing eight percent last year helped as well as all of the hard work by everyone. We are continuing to grow and come up with different ideas to pursue.
- The CNA pinning ceremony will be held next Monday, at 5 p.m., in the Ford Theatre. Board members are invited.
- Saturday, September 19, is the annual Scholarship Fundraiser Dinner where the "coat of many colors" will be auctioned off.
- Please remember that prior to the home football games we will have tailgate parties.
- There will be a conference held for Student Success at Grossmont College on September 24 and 25. They are recommending that the President and a few Board Members attend. Trustee Robert Rice has expressed interest in going. If there are any other Board Members that are interested, please let Scotty know.

➤ **Instruction:**

- Enrollment has been going up and down which is normal for this time of year.
- Scotty will also be serving as the Vice President of Instruction until the new Vice President arrives at the end of the month.
- Scotty thanked Dennis Weathers, our Interim Dean of Liberal Arts & Sciences, for his years of service. Dennis will be retiring in two weeks.
- Scotty thanked Dr. South for filling in for the last two years as the Interim Vice President of Academic Affairs. He will be reverting to the Dean position and his office will be next to the Vice President of Instruction so they will be able to work as a unit.

➤ **Human Resources:**

- Nancy Miller announced that the Classification Salary Study Report has been received and meetings will be set up this week to disseminate the information to the employee groups so that they will have an opportunity to view their recommended classification and salary range. The District is currently in discussions with CSEA and will soon be meeting with ASM regarding implementation of those negotiations.
- This month we will begin implementing the 10<sup>th</sup> of the month payroll for short-term employees and students. Previously they were paid at the end of the month.
- Human Resources is really busy with recruitments. Two vice president positions and two faculty positions have been filled. We are really close on the third faculty position, but we are waiting for a few more references and we expect to make an offer this week. We have filled one CSEA position. There are a lot more positions still open. We have three positions in the interview stage and a couple more CSEA positions have recently been opened.

➤ **Public Relations/Foundation:**

- Dawnie Slabaugh took a tour of the campus today and took pictures of the new signage on campus. She shared pictures of the various signs along with a description of their location.
- If you would like additional lapel pens that you can hand out to family, friends, colleagues, or people in the community, please contact Dawnie.
- Camp Broadway was this past weekend. The show was fabulous! Fifty kids participated in a one-hour show. Participation ranged from singing, dancing, tech crews, stage, and lighting. Dawnie hopes everyone in the future continues to support this Camp as these kids might become our students in three to ten years from now.
- Dawnie wanted to recognize everyone who helped out with the Golf Tournament. They had a really fun day!
- Tickets for the Scholarship will be on sale beginning next week.
- There are a couple of spaces still available if anyone would like to sign up for the fair, please contact Dawnie to review the schedule. The fair will be held from August 12 through the 16.

➤ **ASM:**

- Eric Houck reported that the ASM members are anxiously looking forward to viewing and discussing the results from the Classification Salary Study.

➤ **Academic Senate:**

- With all of the work that is being done in DLC, Jayne Turk is concerned that the smart classrooms in that building will not be ready in time for classes.
- Jayne is excited to welcome some new faculty members!
- Accreditation self-study work has continued over the summer.

- Several students expressed their concern to Jayne stating that the schedule looked light in terms of classes. In light of that, Jayne hopes that we can revisit the compressed calendar which is a more student-friendly calendar.
- Jayne invited the Board of Trustees and the Administration to a party hosted by the Academic Senate and Faculty Association Executive Boards. She is hoping that everyone attends.
- **Student Trustee:**
  - Dylan Paoli reported that the Lodges are completely full with a twenty student wait list!
  - ASB is working on a “Week of Welcome” which is filled with a bunch of fun activities: pool party at the Community pool, a bowling night, and a pancake breakfast in the student lounge.
  - Next Wednesday, Dylan will be leaving for a Student Trustee seminar in Costa Mesa which will be held Friday to Sunday. He is hoping to learn a little more about his role as Student Trustee.

## REPORTS/NO ACTION

### **Item 7. 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 8. Reading of the Minutes – Enclosed**

Minutes of the 934th meeting, a regular meeting, held on Tuesday, July 7, 2015, of the Governing Board of the Siskiyou Joint Community College District were approved.

### **Item 9. Disbursement Summary – Enclosed**

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

### **Item 10. Excused Absence of Governing Board Member – Enclosed**

The Board approved Resolution # 2015-16-01 excusing Trustee Penny Heilman and Trustee Robert Rice from the July 7, 2015 Board meeting due to illness.

### **Item 11. Career and Technical Education Nursing Advisory Committee Membership – Enclosed**

The list of the Career and Technical Education Nursing Advisory Committee Membership for 2015-16 was approved.

### **Item 12. Date of Upcoming Board Meetings**

- *Tuesday, September 1, 2015*
- *Tuesday, October 6, 2015*
- *Tuesday, November 3, 2015*

A motion was made and seconded (Dyar/Heilman) to approve the consent agenda with the suggested amendments to the minutes. The motion carried with the following vote: 7 ayes, 0 noes, 0 absent.

**Item 13. Open Forum**

No open forum items were presented.

**Discussion and Action Items**

**Item 14. Acceptance of Ford Family Foundation Grant for Community Construction Programs**

Board Report No. **4862** – Enclosed

The Board received information about a grant acquired from the Ford Family Foundation and considered approval of expenditures. In March 2015, COS began the development of a Manufacturing Pathway between the College and Weed High School which focuses on the creation of a Community Construction Employment Training Program. This program will support community members who were impacted by the Boles Fire, or are unemployed and under employed, and will teach entry-level carpenter skills for construction of homes. COS will receive \$25,000 for the grant funding period of July 10, 2015, through December 31, 2015. Grant funds will be used for part-time salaries, tools and equipment for students in the program, as well as building materials.

A motion was made and seconded (Hardy/Heilman) to approve Board Report No. 4862. The motion carried with the following vote: 7 ayes, 0 noes, 0 absent.

**Item 15. Approval of the Current California Community College Five-Year Capital Outlay Plan for 2015-16**

Board Report No. **4864** – Enclosed

The Board was asked to approve the current Five-Year Capital Outlay Plan as submitted to the California Community Colleges Chancellor's Office. The CCC Chancellor's Office requires that annually each district submit a Comprehensive Five-Year Capital Outlay Plan. The attached Project Priority List contains a list of projects, the funding source (state or local), and estimated occupancy dates. Highlights of the plan include the Performing/Creative Arts Modernization that was approved by the Board and the final project proposal is under review by the Chancellor's Office. The Performing/Creative Arts Project, if funded by the State, will require a ten percent District match of \$2,000,000 that we will be required to produce no later than June, 2018.

A motion was made and seconded (Hardy/Dyar) to approve Board Report No. 4864. The motion carried with the following vote: 7 ayes, 0 noes, 0 absent.

**Items From The Board**

There are no items from the Board.

**Item 16. Continuation of Closed Session**

A second closed session was not needed.

**Item 17. Return to Open Session and Report of Action From Closed Session**

A motion was made and seconded (Hardy/Heilman) to approve the amended 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:	Aye
Jim Hardy:	Aye		

**Item 18. Adjournment**

There being no further business to discuss, President Barry Ohlund declared the meeting adjourned at 7:04 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