

SISKIYOU JOINT COMMUNITY COLLEGE DISTRICT

BOARD MINUTES

946th Meeting -- Regular Meeting, July 12, 2016

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 12, 2016, at 5:00 p.m.**, in the Board Room at College of the Siskiyous, Weed, California and 2010 S. Church Street, Palmer, Alaska.

Item 1. Call to Order and Attendance

At 5:05 p.m. Greg Hanna, President, called to order the 947th meeting, a regular meeting, of the Governing Board of the Siskiyou Joint Community College District in the Board Room at College of the Siskiyous, Weed, California, and 2010 S. Church Street, Palmer, Alaska.

The following Members were Present:

Greg Hanna, President
Carol Cupp, Vice President/Clerk
Alan Dyar
Jim Hardy
Penny Heilman
Barry Ohlund (via zoom – visual only – no audio)
Robert Rice

Also Present:

Scotty Thomason, Superintendent/President
Nancy Funk, Vice President – Administrative Services
Dr. Todd Scott, Vice President – Instruction
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 Greg Hanna reviewed the items to be addressed in closed session.

The Board convened into closed session at 5:06 p.m.

Item 3. Closed Session

- *Public Employee Appointment (pursuant to Government Code Section 54957)*
 - Adjunct Instructors, spring semester – 6 short-term positions
 - Adjunct Instructors, summer session – 19 short-term positions
 - Activities Coordinator, Upward Bound – 1 short-term position
 - ADJ Instructor – 1 permanent position
 - Assistant Dean, Learning Resources – 1 permanent position
 - Assistant Program Grant Manager, Dual Enrollment/Career Pathways – 1 permanent position
 - Associate Dean, Instruction/Director of Athletics – 1 permanent position
 - Associate Dean, Student Success – 1 permanent position
 - Associate Degree Nursing Instructor – 2 permanent positions
 - Associate Vice President, Human Resources – 1 permanent position
 - Custodian – 2 permanent positions
 - Dean, Career and Technical Education – 1 permanent position
 - Dean, Student Learning – 1 permanent position

Item 3. Closed Session (Cont'd)

- Director, Public Relations & College Foundation – 1 permanent position
- Director, Research and Evaluation – 1 permanent position
- Director, Student Life – 1 permanent position
- Distance Education Coordinator – 1 short-term position
- Executive Director, Human Resources – 1 permanent position
- Expert Instructional Aide, CNA – 2 short-term positions
- Expert Instructional Aide, Soccer – 1 short-term position
- Expert Instructional Aide, Fire – 2 short-term positions
- Expert Instructional Aide, Paramedic – 1 short-term position
- Expert Instructional Aide, Theater – 1 short-term position
- Food Services Assistant -1 short-term position
- Instructional Support Specialist 2, Fire – 1 short-term position
- Instructional Support Specialist 3, Science – 1 short-term position
- Lead Resident Advisor, Upward Bound – 1 short-term position
- Office Secretary, Human Resources – 1 short-term position
- Office Secretary, Upward Bound – 1 short-term position
- Professional Expert, Financial Aid – 1 short-term position
- Program Assistant, Nursing – 1 short-term position
- Program Assistant, Upward Bound – 1 short-term position
- Program Specialist 2, DSPS – 1 short-term position
- Program Specialist 3, Upward Bound – 1 short-term position
- Resident Advisor, Upward Bound – 6 short-term positions
- Student Services Specialist 2, Admissions & Records – 1 substitute position
- Student Services Specialist 2, Financial Aid – 2 substitute positions
- Summer Instructor Upward Bound, Disc Golf – 2 short-term positions
- Summer Instructor Upward Bound, English – 1 short-term position
- Summer Instructor Upward Bound, Life Skills – 1 short-term position
- Summer Instructor Upward Bound, Life Skills/English/Cooking – 1 short-term position
- Summer Instructor Upward Bound, Math/Science – 2 short-term positions
- Van Driver – 5 short-term positions
- Vice President, Administrative Services – 1 permanent position
- Vice President, Instruction – 1 permanent position
- Vice President, Student Services – 1 permanent position
- Volunteers – 1 position
- Welding Instructor – 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)*
- *Public Employee Performance Evaluation (pursuant to Government Code Section 54957)*
 - Title: Superintendent/President
- *Conference with Legal Counsel – Existing Litigation (pursuant to Government Code section 54956.9 subd. (a))*
 - Name of Case: Mazariegos v. Siskiyou Joint Community College District, et al., Siskiyou County Superior Court Case No. SC CV PT 15-00699

The Board took a brief recess at 5:43 p.m.

The Board reconvened into open session at 6:01 p.m.

Also Present After Closed Session:

Donna Farris, President – CSEA
Dr. Bill Hirt, Vice-President – Academic Senate
Dawnie Slabaugh, Interim Director – PIO/Foundation Office
Calvin Wagner, Student Trustee
Chris Wehman, Vice President – ASM
Kent Gross, Controller
Dr. Gregory South, Dean – Student Learning
Dr. Robert Taylor, Dean - CTE
Dr. Mike Tischler, President – Faculty Association

Item 4. Announcement of Open Forum Procedures

President Greg Hanna 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**

- Trustee Carol Cupp reported that she has been busy attending Foundation Committee meetings. Carol congratulated Dawnie Slabaugh on becoming the permanent Director of Public Relations & College Foundation.

➤ **Trustee Bob Rice**

- Trustee Bob Rice shared that he is a Director of Ore-Cal Resource Conservation & Development Area Council (Ore-Cal RC&D). Ore-Cal represents the following counties: Siskiyou, Shasta, and Modoc in California and Lake and Klamath in Oregon and are formatted through the Farm Bill. Since COS is developing an Agricultural Program, Bob commented that it is a logical opportunity to have representatives from the Ore-Cal RC&D located at the Yreka Campus. Also, as part of Ore-Cal's management, they have included "Educational Concept" into their five-point objective system.
- Bob stated that the College is one of seven partners for the Collier Interruptive & Information Center. He went on to say that 1.9 million people visit the Collier Interruptive and Information Center Rest Area each year and approximately 300,000 individuals come into the Center to participate in their interactive learning opportunities. Bob shared that Caltrans recently announced that they will be closing down this particular rest area during the summer of 2017 so that several enhancements can be made during this time.

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, Superintendent/President, reported that at the end of last week, we were notified by the Accrediting Commission for Community and Junior Colleges (ACCJC) that they have determined that we are out of compliance with eight Accreditation Standards and they have placed us on Warning. Also noted were six recommendations for improving our Institutional Effectiveness. We are required to submit a Follow-Up Report to ACCJC by October 1, 2017, demonstrating how we have resolved all deficiencies. The letter from the

Item 6. Report of Administration, Student Trustee and Representatives at the Board Table (Cont'd)

ACCJC along with the Team's External Evaluation Report has been posted to our Accreditation website.

- This week the auditors are on Campus reviewing our records for Federal and State Compliance as well as internal control testing. They will be returning in October to perform the financial audit.
- In checking the State revenues, it appears that they are over a billion dollars over what they projected for the year.
- Scotty has agreed to lead an Accreditation Team to Monterey Peninsula College in October. Dr. Todd Scott has agreed to be Scotty's assistant for this visit. In preparation, Scotty will be attending training for Accreditation Team Chairs tomorrow.
- Scotty commented that he rode on the COS float in the Mount Shasta Fourth of July Parade. He mentioned that the Theatre Department did a great job in constructing the float.
- On Saturday, Scotty attended the annual Foundation Golf Tournament at the Lake Shastina Golf Resort. Sixteen teams participated in this event.

➤ **Administrative Services:**

- Nancy Funk, Vice President – Administrative Services, reported that the State Budget was approved on time with no changes from the May Revise with regards to Community College Funding. Initially, COS was allowed 3.2 percent growth for FY 2015-2016. However, most California Community Colleges will not grow enough to earn their allotted funding and the State might be reallocating those funds. With this in mind, we reported growth of approximately 13 percent in April which included FTES from both summers. In June, we learned that the State would be fully funding all our growth. The final 320 Attendance Report is now complete and it appears we are approximately 73 FTES down from what we originally reported; but, we are still in excess of 11 percent growth. Also, at this point in time, the Chancellor's Office is predicting a zero deficit factor for FY 2016-2017.
- Food Services has been up and operating with interim staffing to provide food services for the various groups that are on Campus this summer such as Upward Bound, NOLS, Geology, etc. Nancy has received several positive comments regarding the quality of the food thus far. Hiring for the permanent position of Supervisor/Cook should be finalized soon. Job positions for the permanent staff in Food Services have been announced. We will be hiring students for the fall semester; therefore, if you know of any students who would like to work in this department, please send them our way.
- Facility Update: Resurfacing of the track has been completed. There is a safety issue with our football stadium bleachers as the bottom portion is giving away; so concrete work is being done to reinforce the structure. Work continues at the Yreka Campus.

➤ **Instruction:**

- Today, Dr. Scott, Vice President – Instruction, stated we received a contract awarding us \$1.2 million dollars in Basic Skills funding which will be used for updating the computers in the Academic Success Centers at both Campuses. These funds will also be used to align the College in terms of articulation for Math and English between the local high schools.
- A consultant for the Ford Family has been working with Dr. Scott on a grant for \$70,000 which will be used to purchase equipment for Module I of our Administration of Justice Program.
- Preliminary discussions regarding potential articulation agreements with Southern Oregon University (SOU) have begun between Dr. Scott and the Provost for SOU.
- Next week, Dr. Scott will be attending an Enrollment Management Academy.

Item 6. Report of Administration, Student Trustee and Representatives at the Board Table (Cont'd)

- Dr. Taylor distributed pictures of three CNC machines which will be used in our Manufacturing Lab at the Yreka Campus. He noted that seven more of these machines will be arriving soon.
- Dr. Taylor is currently sharing an office with members of the Ore-Cal Resource Conservation & Development Area Council (Ore-Cal RC&D) at the Yreka Campus.
- Dr. Taylor announced that he is collaborating with Texas Christian University (TCU) and Cal Poly to develop a 3 +1 or a Bachelor's Degree in Farm/Ranch Management.
- A request for a \$75,000 grant has been submitted to the USDA which would allow farmers who wish to obtain a loan up to \$1 million dollars provided that they complete a three-course series. Also, Dr. Taylor is working on a \$200,000 grant for economically deprived farmers, ranchers, veterans, and Native Americans.
- **Student Services:**
 - Melissa Green, Vice President – Student Services, reported that as of 3 p.m. this afternoon, we have received 112 Siskiyou Promise applications.
 - At the end of this month, Dawnie Slabaugh and Melissa will be attending the Noel-Levitz National Conference on Student Recruitment, Marketing, and Retention in Dallas, Texas.
- **Human Resources:**
 - Nancy Miller, Executive Director – Human Resources, reported approximately forty hires for 2015-2016 for her department which marks a record high.
 - Next week, Nancy Miller will be attending the second cohort of the ACHRO Human Resources Leadership Academy.
- **Public Relations/Foundation:**
 - Dawnie Slabaugh, Director of Public Relations & College Foundation, mentioned that several former and current students were a part of the COS float during Mount Shasta's Fourth of July Parade. The theme of this parade was "Mount Shasta: Adventure Starts Here." Nick Fabio, Instructional Support Specialist 2 - Theater, did a phenomenal job designing and building the mountain and eagle that was used in the creation of the float. President Scotty Thomason also rode on the float.
 - This theme of next week's Carnevale Parade is "Building a Future from the Past." The Upward Bound students will be a part of COS's float during this parade which is scheduled for next Wednesday, July 20, at 7 p.m.
 - Volunteers are still being recruited for the Siskiyou County Fair to staff the COS Booth. If you are interested, please contact Dawnie.
 - The Foundation Golf Tournament was held last weekend at the Lake Siskiyou Golf Course. Sixteen teams participated in this event.
 - Presently we have seventy-five kids, ages 7 to 16, participating in this year's Camp Broadway. This year's production is "Willie Wonka, Jr," which can be seen on Sunday, August 7, at 3 p.m. in the COS Theater.
 - The Foundation Board is growing as we recently welcomed two new members.
- **Academic Senate:**
 - Dr. Bill Hirt, Vice President – Academic Senate, is sitting in for Chris Vancil as he is out of town attending a wedding.
 - Dr. Bill Hirt is on Campus this week as there is a Hydrology Workshop for approximately 26 Native Americans kids from the local tribes as well as two individuals from the USGS Forest Service.
 - Dr. Hirt reported that everything is going well this summer. He shared that he has been part of at least two hiring committees this summer.

Item 6. Report of Administration, Student Trustee and Representatives at the Board Table (Cont'd)

➤ **Administrative Support/Management (ASM):**

- Since Eric Houck is on vacation, Chris Wyman, Vice President – ASM, is here in his place.
- Chris Wyman, Technology Services - Network Administrator, commented that he is excited to learn about all of the new projects on Campus as they all seem to have an IT component.

➤ **Classified Staff (CSEA):**

- Donna Farris announced that she has been off for a few days as her family welcomes their new grandbaby.

➤ **Student Trustee:**

- Calvin Wagner, Student Trustee, shared that he is excited to be working the Board.

REPORTS/NO ACTION

Item 7. Administration of the Oath of Office – Student Trustee, Calvin Wagner

Board President Greg Hanna administered the Oath of Office to the new Student Trustee, Calvin Wagner.

Item 8. District Financial Reports – Enclosed

The Board reviewed the Monthly Summary of General Fund Revenues and Expenditures, Investment Report and Statement of Cash Flows, and Status of Unrestricted Fund Balance.

Item 9. 2016-2017 Distribution of COS Foundation Scholarships

Board Report No. **4948** – Enclosed

The Board was presented with information regarding the distribution of COS Foundation Scholarship awards for 2016-2017. The Foundation Office received 40 applications from students attending Golden Eagle Charter, Mattole Valley Charter, Etna, Mt. Shasta, Yreka, Butte Valley, Dunsmuir, and Weed High Schools, and continuing COS students. This year for the first time, applications were also available to Modoc High School graduating seniors and we received one application from a high school senior. No applications were received from Happy Camp, McCloud, or Tulelake High Schools. Ten 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 \$30,150 in Scholarships to 33 students (36 scholarships awarded).

Item 10. Professional Growth Awards

Board Report No. **4949** – Enclosed

A report was presented to the Board to inform them about recipients of Professional Growth Awards. In June, the following employees received a Professional Growth Award for earning at least 60 points: Kristopher Lininger and Eric Houck. Each staff member was paid a \$500 stipend for a total of \$1,000 in stipends paid.

ACTION ITEMS

Consent Agenda

Item 11. Reading of the Minutes – Enclosed

Minutes of the 946th meeting, a regular meeting, held on Tuesday, June 7, 2016, of the Governing Board of the Siskiyou Joint Community College District were approved.

Item 12. Disbursement Summary Report – Enclosed

The Board approved the Summary of Warrants for the prior month.

Item 13. New Course Proposal – Enclosed

The following course proposal was approved:

- *XNH 0380 – Hydrology Workshop*

Item 14. Index of Board Reports, School Year 2015 - 2016 – Enclosed

The list of Board Reports from July 2015 to June 2016 was approved.

Item 15. Career and Technical Education Advisory Committee Membership – Enclosed

The list of the following Career and Technical Education Advisory Committee memberships for 2016-17 was approved:

- *Administration of Justice*
- *Business Computer Studies & Computer Arts*
- *Early Childhood Education*
- *EMT/Paramedic*
- *Fire Technology*
- *Nursing*
- *Welding*

Item 16. Date of Upcoming Board Meetings

- *Tuesday, July 12, 2016*
- *Tuesday, August 9, 2016 – Board Retreat - Yreka Campus*
- *Tuesday, August 9, 2016 – Yreka Campus*
- *Tuesday, September 13, 2016*

It was moved and seconded (Dylar/Heilman) to approve the consent agenda. The motion carried with the following vote: 6 ayes, 0 noes, 0 absent (Although, Trustee Barry Ohlund was present he was unable to vote due to the audio portion of Zoom’s video conference software not functioning properly.)

Item 17. Open Forum

The following individual spoke during open forum:

Dr. Mike Tischler

Dr. Mike Tischler addressed Item 20 of the agenda entitled, “Decision Regarding Academic Reduction in FTE (.33 F.T. E. – Layoff).” Dr. Tischler stated that tonight’s Board action would completely eliminate Spanish from our curriculum. He went on to say that we would be the only California Community College to not offer foreign language coursework particularly in Spanish. Dr. Tischler noted that Spanish is a very useful skill for our students to know as they go out into the job market. Furthermore, Dr. Tischler commented that he doesn’t believe that this action is necessary due to fiscal reasons so he can only conclude that this action is not about Spanish but about Roberto Mazariegos. He noted that if there were personnel issues due to performance, disciplinary action should have been taken, and not shutting down of an academic program which he believes is a great disservice to the people of Siskiyou County and the students of COS.

Discussion and Action Items

Item 18. Revisions to Board Policies – Second Reading

Board Report No. **4950** – Enclosed

The Board was asked to consider approval of existing Board Policies in Chapter 2 – Board of Trustees as a second reading. As part of the regular review process, Board Policies from Chapter 2 – Board of Trustees are currently undergoing review and revisions. The first reading of the revisions to Board Policies 2712, 2715, 2716, 2717, 2720, 2725, 2735, 2740, 2745, and 2750 were presented at the June 7, 2016, Board meeting.

A motion was made and seconded (Heilman/Dyar) to approve Board Report No. 4950. The motion carried with the following vote: 6 ayes, 0 noes, 0 absent (Although, Trustee Barry Ohlund was present he was unable to vote due to the audio portion of Zoom’s video conference software not functioning properly.)

Item 19. Acceptance of Enrollment Growth Grant for Associate Degree Nursing Program

Board Report No. **4951** – Enclosed

The Board received information about a grant acquired from the California Community College Chancellor’s Office and considered approval of expenditures. In 2005, in recognition of the statewide nursing shortage, the State of California allocated funds to increase the enrollment capacity of community college nursing programs and ultimately, the increase the number of registered nurses. A new application was submitted in April, 2016, and notification of the award was received in June, 2016. College of the Siskiyous continues to make excellent program with its ADN (LVN to RN Step-Up Program). Since its beginning, nine cohorts have graduated, and a new class began in June, 2016, with 30 student enrolled. COS will receive \$97,000 for fiscal year 2016-2017. There is not required district match and the District will receive 4 percent indirect.

A motion was made and seconded (Hardy/Cupp) to approve Board Report No. 4951. The motion carried with the following vote: 6 ayes, 0 noes, 0 absent (Although, Trustee Barry Ohlund was present he was unable to vote due to the audio portion of Zoom’s video conference software not functioning properly.)

Item 20. Decision Regarding Academic Reduction in Force (.33 F.T.E. – Layoff) and Order of Decision

Board Report No. **4953** – Enclosed

The Board was asked to consider a recommendation from an Administrative Law Judge and the proposed Order of Decision regarding an academic reduction of .33 (175 day) FTE Faculty Spanish instructor position and take action as provided under Government Code section 11517 (c)(2)(A-E). The Board took action at the March 1, 2016, regular meeting to approve Resolution No. 2015-16-02 to eliminate a 1.0 (175 day) Full-Time Equivalent Faculty (FTEF) Spanish Instructor position or as much of that position as may remain at the need of the 2015-2016 academic year due to low enrollment in the program.

A motion was made and seconded (Dyar/Heilman) to approve Board Report No. 4953. The motion carried with the following vote: 6 ayes, 0 noes, 0 absent (Although Trustee Barry Ohlund was present he was unable to vote due to the audio portion of Zoom’s video conference software not functioning properly.)

Items from The Board

There were no Items from the Board.

Item 21. Continuation of Closed Session

A second closed session was not needed.

Item 22. Return to Open Session and Report of Action From 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	Greg Hanna:	Aye
Penny Heilman:	Aye	Jim Hardy:	Aye
Alan Dyar:	Aye	Robert Rice:	Aye

Barry Ohlund: Although Trustee Barry Ohlund was present he was unable to vote due to the audio portion of Zoom’s video conference software not functioning properly.)

Item 23. Adjournment

There being no further business to discuss, President Greg Hanna declared the meeting adjourned at 6:58 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