

**SISKIYOU JOINT COMMUNITY COLLEGE DISTRICT**

**BOARD MINUTES**

**950th Meeting -- Regular Meeting, October 4, 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, October 4, 2016, at 5:00 p.m.**, at the Rural Health Sciences Institute – Yreka Campus in Room 121 at College of the Siskiyous, Yreka CA.

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

At 5:00 p.m. Greg Hanna, President, called to order the 950th meeting, a regular meeting, of the Governing Board of the Siskiyou Joint Community College District at the Rural Health Sciences Institute in Room 121 on the Yreka Campus.

**The following Members were Present:**

Greg Hanna, President  
Carol Cupp, Vice President/Clerk  
Alan Dyar  
Jim Hardy  
Barry Ohlund  
Robert Rice

**Absent:**

Penny Heilman

**Also Present:**

Scotty Thomason, Superintendent/President  
Nancy Funk, Vice President – Administrative Services  
Dr. Todd Scott, Vice President – Instruction  
Melissa Green, Vice President – Student Services  
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 5:01 p.m.

**Item 3. Closed Session**

- *Public Employee Appointment (pursuant to Government Code Section 54957)*
  - Adjunct Instructors, fall semester – 9 short-term positions
  - Academic Advisor, Upward Bound – 1 permanent position
  - Administrative Secretary, Student Services – 1 short-term position
  - Administrative Specialist II, Technology Services – 1 substitute position
  - Assistant Program Grant Manager, Non-Credit – 1 short-term position
  - Director, Trio – 1 permanent position
  - Expert Instructional Aide, Baseball – 1 short-term position
  - Expert Instructional Aide, Men’s Basketball – 1 short-term position
  - Financial Aid Processing Specialist – 2 permanent positions
  - Food Services Assistant – 1 permanent position
  - Instructional Support Specialist 2, Math – 1 short-term position
  - Professional Expert, Financial Aid – 1 short-term position
  - Volunteers – 3 positions

**Item 3. Closed Session (Cont'd)**

- *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

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

The Board reconvened into open session at 6:00 p.m.

**Also Present After Closed Session:**

Donna Farris, President – CSEA  
Dawnie Slabaugh, Director – PIO/Foundation Office  
Chris Vancil, President – Academic Senate  
Calvin Wagner, Student Trustee  
Chris Wehman, Vice President – ASM  
Elaine Eldridge, Staff  
Larry Glenn, Staff  
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 commented that she has enjoyed attending the COS home football games.
  - Carol reminded everyone of the upcoming Foundation Scholarship Dinner on Saturday, October 15.
  - Tomorrow, Carol, Dawnie, and Greg Messer are leaving for a conference in San Diego entitled, “Conference for Community College Advancement” sponsored by the Counsel for Advanced in Support of Education (CASE).
- **Trustee Alan Dyar**
  - Trustee Alan Dyar shared that last week Dr. Taylor, Larry Glenn, and Mark Klever visited Happy Camp High School (HCHS). Alan expressed his gratitude to these individuals for taking the time to visit HCHS to talk with them thus eliminating their concerns. HCHS is using the Technology funding they received through the California Career Pathways Trust Grant to replace a lot of their outdated equipment. Their two Tech employees, Diane Oliver and David Timbrook, are excited about all the new changes that are occurring due to the funding. Alan was impressed with the items (whistle, crescent wrench, pliers, etc.) that Diane Oliver made using the 3-D printer.
- **Trustee Greg Hanna**
  - Trustee Greg Hanna congratulated our successful student athletes.

**Item 5. Board Member Reports (Cont'd)**

➤ **Trustee Jim Hardy**

- Trustee Jim Hardy stated that he appreciates receiving updates from Dawnie on the successes and battles of our student athletes. He also commented that it is exciting having Soccer as an additional sport at the College.

➤ **Trustee Barry Ohlund**

- Trustee Barry Ohlund shared that last week he attended the Foundation Financial Investment Committee meeting and learned that the Foundation is doing well.
- Barry has been busy visiting several different organizations in Yreka.

➤ **Trustee Bob Rice**

- Trustee Bob Rice stated that several of the Board Members have received a letter from Senator Gaines inviting them to the 10<sup>th</sup> Annual Community Leaders Breakfast in Redding on Thursday, October 20, at 9 a.m. Bob plans on attending this meeting as a representative of the COS Board of Trustees.

**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 once he has more information he will provide the Board with an update of the Bills that the Governor recently signed that pertain directly to us. For now, Scotty provided a brief overview of a few of the Bills that the Governor of California signed as of last Friday.
  - ✓ AB 1732 – Requires that all single-stall restrooms in California be designated as gender neutral.
  - ✓ AB 1690 – Requires community colleges without collective bargaining agreements in effect as of January 1, 2017, or after January 1, 2017, to adopt specific minimum standards for the treatment of part-time, temporary faculty.
  - ✓ SB 1379 – Eliminates specific minimum standards regarding reemployment policies for part-time faculty and provides that these policies be locally negotiated. This bill establishes legislative intent on the minimum standards and delays implementation of AB 1690 from January 1, 2017, to July 1, 2017. This Bill also includes a requirement that community college districts comply with these collective bargaining provisions as a condition of receipt of Student Success and Support Program funds.
  - ✓ AB 2455 – Requires the California State University and California Community Colleges to permit students who enroll online at the institution to electronically register to vote through the Secretary of State's website, beginning July 1, 2018.
  - ✓ AB 801 – Establishes priority enrollment for homeless students and makes them eligible for a Board of Governors Fee Waiver.
  - ✓ AB 1995 – Requires a district to grant access to shower facilities to any homeless student who is enrolled.
  - ✓ AB 1741 – Establishes the California College Promise Innovation Grant Program to provide funds to California Community College districts for the purpose of establishing regional partnerships with K-12 school districts, CSU campuses, and UC campuses.
- Scotty mentioned that he believed that COS had approximately 115 College Promise students this semester; an additional nine students applied but they are less than full-time. This year, the Foundation committed to funding up to \$150,000; however, only \$90,000 was used to fund this year's Siskiyou Promise recipients. Discussions will be held at the next Foundation meeting regarding continuation of funding for this program.

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

- Melissa Greene, Jan Harris, and Dawnie Slabaugh recently attended a conference in Southern California on the College Promise and how to solicit ideas, etc.
- Planning Day is scheduled for this Friday, October 7. In the morning, we will have updates on Accreditation and the Diversity Committee and Foundation Mini-Grant awards will be presented to the recipients. Afterwards, the faculty will be meeting to work on realigning the COS General Education Program and staff will be working on their non-instructional programs reviews.
- Dr. Scott and Scotty will be leaving Saturday for Monterey as they are part of the Accreditation Visiting Team for Monterey Peninsula College.

➤ **Administrative Services:**

- Nancy Funk, Vice President – Administrative Services, commented that the Chancellor's Office submitted their budget proposal for 2017-2018 to the Board of Governors and their submission was approved. This budget proposal is now on the Governor's desk to hopefully be incorporated into his January budget proposal.
- Since the COS Football Team contracts with the Cafeteria to serve breakfast on home football game days, the Cafeteria took the opportunity to open up the two-hour breakfast time last Saturday to the Lodge students as well. During this time, "grab-and-go" items were also available for purchase with their meal card. Other than the Football Team, only 15 students ate breakfast and merely four students took advantage of the "grab-and-go" items.
- A student survey has been given to the Lodge students. The Administration will be making decisions regarding the Cafeteria based on the results of this survey.
- Nancy mentioned that we are in the process of hiring two more permanent part-time positions in the Cafeteria.
- Nancy shared that she is receiving very positive comments regarding the quality of food.

➤ **Instruction:**

- Today, Dr. Scott, Vice President – Instruction, shared that we were just notified that individuals from the Police Officers Standards and Training (P.O.S.T) will be visiting the College and meeting with our Administrators and to tour the facilities, which is one of the last steps in obtaining approval for a full-police academy.
- Dr. Taylor shared that he enjoyed the visit to Happy Camp High School (HCHS). As part of six million dollar California Career Pathways Trust Grant, Happy Camp High School will be receiving funding to aid them in printing as well as receiving \$75,000 to \$80,000 in order to purchase new equipment for their Wood Shop. Dr. Taylor shared a diagram of the Proposed Layout of the Yreka PTC Building.
- Dr. Taylor met with the manager of Wal-Mart and he stated that he has 30 employees who he would like to run through our Workforce Readiness Program to see if these employees have the skills necessary to become a supervisor/manager. He would also like to run new employees through this program to see what skills that they possess.

➤ **Student Services:**

- Melissa Green, Vice President – Student Services, reported that applications for fall and spring 2017 opened on October 1. So far, we have 31 applications for spring - 2017, and ten applications for fall – 2017. Students can now apply for financial aid for the 2017-2018 school year as these applications are open now as well.
- As part of our recruitment kickoff, we had high school freshmen students on Campus yesterday touring our facilities. Previously, we visited Modoc High School. At the end of this week, we will be visiting Corning High School.

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

- Our current enrollment is down a little compared to last year; however, we have yet to process all of our registrations.
- **Public Relations/Foundation:**
  - Dawnie Slabaugh, Director of Public Relations & College Foundation, reported that the College Fair/Preview Day was a fun day and she shared photos taken throughout the day with the Board.
  - Tickets for the *Wizard of Oz* are now on sale and can be purchased in the main office at the Yreka Campus, at the Weed Campus Bookstore, or in Mount Shasta at Snow Creek Studios.
  - The Senior Theater fall production is entitled, “Larceny and Lunatics.” This show will be held in the Black Box Theater. Tickets are also sold at both Campuses and in Mount Shasta at Snow Creek Studios.
  - Dawnie reminded everyone that the Foundation Scholarship Dinner is on Saturday, October 15.
  - On Sunday, October 16, a tribute concert for Lloyd Elliott will be held at 3 p.m. in the Theater. Donations will be accepted and will go towards establishing a scholarship in Lloyd’s memory.
  - Dawnie reported that the Men’s Soccer Team lost today with a score of 6 to 0 and the Women’s Soccer Team lost as well with a score of 5 to 1. Both teams played against Feather River. Soccer Coach, Ed Kephart, mentioned that following the game the Feather River Coach and Athletic Director were very complimentary of our players about how hard they have worked. They also commented that they can see that our program is going to do really well in a few years. On the same day of the upcoming Board meeting, Tuesday, November 1, the Men’s Soccer Team will be playing at 2 p.m. and the Women’s Soccer Team will play at 4 p.m.
- **Academic Senate:**
  - Chris Vancil, President – Academic Senate, reported that a team for the Institutional Effectiveness Partnership Initiative (IEPI) will be visiting us at the end of the month to review our SLOs and assessments.
  - This fall, the Theater Department will be presenting, “The Wizard of Oz.”
  - The faculty are busy finishing up program reviews and completing resource allocation requests.
  - Chris shared that as the faculty meet to realign the COS General Education Program they will also be creating a General Education Program with accessible learning outcomes.
- **Administrative Support/Management (ASM):**
  - Chris Wehman, Vice President – ASM, reported that after Eric Houck addressed the Board at their meeting in September regarding ASM positions, Scotty met with members of ASM. Chris thanked Scotty for taking the time to meet with the ASM staff and answer their questions.
  - Chris mentioned that there is a Volleyball home game on Friday and urged everyone to attend.
  - The quality of the Cafeteria food has greatly improved as Chris reported he can now eat on Campus.

**REPORTS/NO ACTION**

**Item 7. 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.

## ACTION ITEMS

### Consent Agenda

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

Minutes of the 949th meeting, a regular meeting, held on Tuesday, September 13, 2016, of the Governing Board of the Siskiyou Joint Community College District were approved.

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

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

**Item 10. Date of Upcoming Board Meetings**

- *Tuesday, October 25, 2016 – Special Meeting*
- *Tuesday, November 1, 2016*
- *Tuesday, December 6, 2016*

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

**Item 11. Open Forum**

No open forum items were presented.

## Discussion and Action Items

**Item 12. Fiscal Health**

Board Report No. **4957** – Enclosed

The Board of Trustees was asked to accept a report that addresses the “Fiscal Health” of the District. Pursuant to Education Code 84040, the Board of Governors is required to adopt criteria and standards for the periodic assessment of the fiscal condition of California Community College districts. These standards are based on the principles of sound fiscal management that are contained in the California Code of Regulations (CCR) Section 58311. The College of the Siskiyou’s Administration provides general input for the Self-Assessment Checklist for submission to the Board. The Self-Assessment Checklist reflects “sound fiscal management” and highlights indicators for future budgetary consideration. The checklist reflects the uncertain environment in which the District currently operates. Base enrollment has stabilized and the Administration is striving to balance an increase to the ending Unrestricted Fund Balance for 2016-17 while addressing the District’s ongoing needs and setting aside funds for future obligations.

A motion was made and seconded (Hardy/Dyar) to approve Board Report No. 4957. 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 13. Continuation of Closed Session**

A second closed session was not needed.

**Item 14. 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    | Alan Dyar:    | Aye |
| Greg Hanna:    | Aye    | Jim Hardy:    | Aye |
| Penny Heilman: | Absent | Barry Ohlund: | Aye |
| Robert Rice:   | Aye    |               |     |

**Item 15. Adjournment**

There being no further business to discuss, President Greg Hanna declared the meeting adjourned at 6:47 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