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 13, at 4:30 p.m., in Room – RHSI Building, Room 123 Yreka Campus, California

Item 1. **Call to Order and Attendance**
At 4:30 p.m. Alan Dyar, President, called to order the 858th meeting, a regular meeting, of the Governing Board of the Siskiyou Joint Community College District in the RHSI Building, Room 123 on the Yreka Campus.

**The following Members were Present**
Alan Dyar, President
Robert Rice, Vice President
Barry Ohlund
James Hardy
Marilyn Hall
Penny Heilman
Randall C. Lawrence, Superintendent/President
Amanda Craig, Student Trustee

**Members Absent**
Greg Hanna

**Also Present:**
Steve Crow, Vice President, Administrative Services/Technology
Jeff Cummings, Interim Vice-President, Instruction
Nancy Miller, Director, Human Resources
Kent Gross, Controller
Dawna Cozzalio, Director, Foundation
Dawnie Slabaugh, Public Relations / Foundation
Beatriz Vasquez, Dean Liberal Arts & Sciences
Jesse Cecil, Faculty Representative – CTA Representative
Jerry Pompa, President, Academic Senate
Doug Haugen, Director Yreka Campus and Lodges
Mark Healy, Director Maintenance, Operations, Transportation
Li Collier, Director Instruction
Denise Broomfield, Recording Secretary
Item 2. **Study Session: Statement of Economic Interests – Form 700 / Board Self Evaluation Survey**

**Accreditation Report**
The Board turned in their required Form 700 information and self-evaluation information. A motion was made and seconded (Rice/Ohlund) to discuss or add to the agenda, discussion of the Accreditation report.

The motion passed unanimously, 6 ayes, 0 noes, 1 absent.

President Lawrence did a review of the information received on the Accreditation report.

The study session ended at 5:25 p.m.

Item 3. **Announcement of Closed Session Items**

Board President Alan Dyar reviewed the items to be addressed in closed session.

The Board convened into closed session at 5:26 p.m.

Item 4. **Closed Session**

- **Public Employee Appointment**
  - Interim vice President, Instruction – 1 substitute position
  - Adjunct Instructors, spring semester – 2 short-term positions
  - Adjunct Instructors, summer session – 83 short-term positions
  - Accompanist – 1 short-term position
  - ASC Coordinator – 1 short-term position
  - Assistant Technician, Technology Services – 1 short-term position
  - Executive Assistant, President & Board – 1 permanent position
  - Instructional Support Specialist 1, Reading – 1 short-term position
  - Instructional Support Specialist 2, Technology – 1 short-term position
  - Instructional Support Specialist 2, Theater – 1 short-term position
  - Instructional Support Specialist 3, Theater – 1 short-term position
  - Jazz/Show Choir Camp, Activities Director – 1 short-term position
  - Jazz/Show Choir Camp, Assistant Stage Technician – 1 short-term position
  - Jazz/Show Choir Camp, Counselor 1 – 2 short-term positions
  - Jazz/Show Choir Camp, Counselor 2 – 2 short-term positions
  - Program Assistant, Nursing – 1 substitute position
  - Student Services Specialist 2, Yreka – 1 short-term position
  - Upward Bound Resident Advisor 1 – 2 short-term positions
  - Van Driver – 5 short-term positions
  - Volunteers – 33 positions
Public Employee Discipline/Dismissal/Release
Consideration of Suspension or Other Disciplinary Action of a Student
Labor Negotiations
  • Name of Organization Representing Employee: CCCA/CTA/NEA
  • Name of Organization Representing Employee: CSEA
  • Name of Organization Representing Employee: Administrative Support/Management

The Board took a brief recess at 6:30 p.m.
The Board reconvened into open session at 6:33 p.m.

Item 5. **Announcement of Open Forum Procedures**
Alan Dyar, Board President, 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.

Item 6. **Board Member Reports**
In addition to the written report the following information from the Trustees was received:

  • Trustee Heilman reported she had been receiving many compliments about the distance learning classes, both video conferences and online.

Item 7. **Report of Administration, Student Trustee and Representatives at the Board Table**
In addition to the written report provided, the following reports were received.

  • President Lawrence:
    • Welcomed Vice President Frost to his first Board meeting.
    • Reported Kathy Gassaway had been offered the position of Executive Assistant to the President and Board. She has accepted and will begin in her new position on August 1.
    • Reported that Kristy Anderson had been offered the position of Director of Planning, Assessment, and Research. She accepted the offer and will begin in her position August 12, 2010.
    • Siskiyou County Economic Development Council has announced that the grant money for the Broadband project will be approved, but that they are unable to administer the grant. They have asked College of the Siskiyous to administer the grant funding. The proposition is being discussed.
    • Reported that Pacific Power had revised their request to PUC regarding the Alternative Energy project, which may derail the approval of the project by PUC.
    • Announced that Doug Haugen has been appointed as the Director of the Yreka Campus for one year.
    • Announced Sunny Greene has been appointed as the interim Director of DSPS.
REPORTS/ NO ACTION

Item 8. **Administration of the Oath of Office – Student Trustee, Amanda Craig**

Board President Dyar administered the Oath of Office to the new Student Trustee, Amanda Craig.

Item 9 **Professional Growth Awards**

Report No. 4414 – Enclosed

The Board received information about the recipients of Professional Growth Awards, Denise Broomfield and Jennie Cannon. The goals of the Professional Growth Award program are intended to improve job-related skills, provide an atmosphere of growth and vitality, and encourage ongoing participation in formal education and training. Twice each year in December and June, Classified Bargaining Unit employees who qualify are awarded a $500 stipend for employees completing coursework or serving in an elected position.

Item 10. **2010 – 2011 Distribution of COS Foundation Scholarships**

Board Report No. 4416 – Enclosed

The application process for scholarships closed on March 15. The Foundation received 52 applications of which 33 applications were awarded. 7 endowed scholarships were not awarded as there were no applications that met the scholarship criteria or qualifications as required by the endowed scholarships.

Item 11. **Annual Distance Learning Report**

Board Report No. 4417 - Enclosed

Districts are required each year to report on the status of their Distance Learning programs. 2009 -2010 showed recorded an increase of 14% in the number of courses offered and a 24% increase in the number of students over the previous year. Growth continues to be strong for online courses and videoconferencing numbers are steady. Two new videoconferencing-capable classrooms are under construction in the Rural Health Sciences Institute, along with a nursing simulation lab and hospital ward room that can share content back and forth with the classrooms.

Item 12. **Action from Closed Session**

A motion was made and seconded (Heilman/Hardy) to approve the personnel list. The motion carried unanimously, 6 ayes, 0 noes, 1 absent.
Consent Agenda

Item 13. **Reading of the Minutes -- Enclosed**
Minutes of the 857th meeting, regular meetings, held on Tuesday, June 1, 2010, of the Governing Board of the Siskiyou Joint Community College District were approved.

Item 14. **Index of Board Reports – School Year 2009 – 2010**
A listing of Board Reports from July 2009 – through June 30, 2010 was approved.

Item 15. **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 17. **Status of Undistributed Reserve -- Enclosed**
A statement showing transfers and adjustments to undistributed reserve projected for the end of the current fiscal year was approved.

Item 18. **Budget Adjustments – Fiscal Year 2009-10 -- Enclosed**
Adjustments to the 2009-10 budget were approved.

Item 19. **Dates of Upcoming Meetings**
- July 17, 2010 Board Retreat
- August 3, 2010
- September 7, 2010
- October 5, 2010

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

Item 20. **Open Forum**
No open forum items were presented.

Regular Agenda

Item 21. **Acceptance of USDA Rural Development Community Facilities Grant**
*Board Report no. 4413—Enclosed*
The Board received information about a newly acquired USDA Rural Development grant.
It was moved and seconded (Heilman/Ohlund) to approve Board Report No. 4413. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 22. **Presentation of the Citizen’s Bond Oversight Committee’s Annual Report**  
Board Report No. 4415—Enclosed

Trustee Dyar commented that the report was very complete and that the committee did a great job. The Committee is only meeting annually now until the rest of the Bond money is released. President Lawrence would like to recognize the committee with an event at the end of the expenditures. The committee was charged with a difficult job to oversee the expenditures. Trustee Heilman suggested a thank-you letter now would be appropriate and an event later when all of the money has been expended would be nice.

It was moved and seconded to approve Board Report No. 4415. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 23. **Sound Fiscal Management Self-Assessment Checklist**  
Board Report No. 4420 – Enclosed

Pursuant to Education Code Section 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. In accordance with this requirement, the System Office has established standards for sound fiscal management and a process to monitor and evaluate the financial health of California’s 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 Siskiyous 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.

It was moved and seconded to approve Board Report No. 4420. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

Item 24. **Curriculum Management System**  
Board Report No. 4421 – Enclosed

The Board was asked to approve the purchase of CurricUNET, a curriculum management system. CurricUNET can provide solutions to several current and future problems that our current “homegrown” curriculum management system is not able to address. The software will align with the Chancellor’s Office and we will not have to use or maintain our server for this program.

A motion was made and seconded (Heilman/Ohlund) to approve Board Report No. 4421. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.
Item 22. **Adjournment**
There being no further business to discuss, President Alan Dyar declared the meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Randall C. Lawrence
Superintendent/President and the Secretary to the Governing Board of the Siskiyou Joint Community College District

Approved:

___________________________________President

___________________________________Clerk