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, November 2nd, at 4:30 p.m.**, in the Board Room on the
Weed Campus, Weed, CA.

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

At 4:30 p.m. Alan Dyar, President, called to order the 862nd 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:**

Alan Dyar, President  
Robert Rice, Vice President  
Barry Ohlund  
James Hardy  
Penny Heilman  
Greg Hanna  
Amanda Craig, Student Trustee  
Randall C. Lawrence, Superintendent/President

**Absent:**  
Marilyn Hall

**Also Present:**  
Steve Crow, Vice President, Administrative Services/Technology  
Robert Frost, Vice President, Student Learning  
Nancy Miller, Director, Human Resources  
Dawnie Slabaugh, Public Relations / Foundation  
Beatriz Vasquez, Dean, Liberal Arts & Sciences  
Jesse Cecil, CTA Representative  
Jerry Pompa, President, Academic Senate  
Mike Midkiff, Director, Technology Services  
Dawna Cozzalio, Director, Foundation  
Kent Gross, Controller  
John Jaffrey, Interim Director of Admissions & Records  
John Goerke, SIG Consultant  
Renata Funke, Director, Community Education  
Kristy Anderson, Director, Planning, Assessment, and Research  
Mandy Twitchell, CSEA  
Justin Lowenthal  
Kathy Gassaway, Recording Secretary
Item 2. **Study Session: Cash Flow in Late Budget Years**

The Board received information regarding cash flow issues. Steve Crow distributed handouts showing a history of apportionment deferrals, inter-year deferrals for 2010-11, and community college deferrals for 2009-10. Also reviewed was the California Community College System Schedule for Inter-fiscal Apportionment Deferrals for the 5-year period ending June 30, 2011, and the same for COS. A discussion was held on a proposal to take a percentage off the top of the budget and put in a “suite” of accounts which would be used for deferred maintenance, ongoing facility use, etc. The Board is interested in this concept. Randy noted that a proposal will be brought back to them. The study session ended at 5:24 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 5:24 p.m.

Item 4. **Closed Session**

- **Public Employee Appointment**
  - Adjunct Instructors, fall semester – 1 short-term position
  - Assistant Technician, Technology – 1 short-term position
  - Expert Instructional Aide, Paramedic – 31 short-term positions
  - Instructional Support Specialist 1, Communications – 1 short-term position
  - Instructional Support Specialist 1, FCS 610 – 1 short-term position
  - Instructional Support Specialist 1, Guide 596 – 1 substitute position
  - Instructional Support Specialist 2, Fire – 2 short-term positions
  - Instructional Support Specialist 2, Technology – 1 short-term position
  - Instructional Support Specialist 2, Technology – 1 permanent position
  - Van Driver – 3 short-term positions
  - Volunteers – 2 positions
  - Director II, Rural Health Institute – 1 interim position

- **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 6:19 p.m.

The Board reconvened into open session at 6:30 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 Bob Rice spoke about the Foundation Retreat held on October 30th. There are four new candidates for the Foundation Board of Directors. One is the new Director of MCTV.

Trustee Jim Hardy recently had the opportunity to get acquainted with the MCTV set up. He ran a camera during an interview with Randy.

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.

- **Randy Lawrence:**
  - Congressman Wally Herger visited the campus on October 25th. He toured our distance learning facility, the fire facility and heard about our Natural Resources program. He also visited the Yreka campus that afternoon. He spoke of the challenges working in a rural area, and expressed concern about the state budget. Randy believes that he will advocate for us.

- **Dr. Robert Frost:**
  - Rob introduced John Jaffry, who will be working in Admissions and Records. He has an extensive background in Banner and Admissions.

- **Steve Crow:**
  - Steve attended a CBO meeting this past week. Information was received on current legislation, and its affect on all colleges.

- **Foundation:**
  - Dawna Cozzalio noted that Nutcracker tickets are still available. The annual craft fair will be held on December 3rd and 4th. There was lots of energy and planning at the Foundation retreat.

- **Academic Senate:**
  - Jerry Pompa reported that a presentation will be made by representatives from the Statewide Academic Senate and the League on December 7th regarding shared governance.

- **Associated Student Board:**
  - Amanda Craig reported that the Halloween Trail was a big hit. A food drive will be held on Tuesdays and Thursdays in the Student Center for Thanksgiving baskets.

**REPORTS/ NO ACTION**

Item 8. **Appointment of Nominating Committee for Board Officers**

Report No. 4436 - Enclosed

Alan Dyar, President, appointed Greg Hanna and Barry Ohlund to a Board Sub-Committee for the nomination of Board officers to be presented at the December 7, 2010 meeting.

Item 9. **Action From Closed Session**

A motion was made and seconded (Heilman/Hardy) to approve the personnel list. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Consent Agenda**
Item 10. **Reading of the Minutes -- Enclosed**
Minutes of the 861st meeting, regular meeting, held on Tuesday, October 5, 2010 and minutes of a Retreat held on Saturday, October 16, 2010 of the Governing Board of the Siskiyou Joint Community College District were approved.

Item 11. **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.

Item 12. **Investment Report and Statement of Cash Flow -- Enclosed**
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 13. **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 14. **New Course Proposals - Enclosed**
A course proposal in History was approved.

Item 15. **Dates of Upcoming Meetings**
- **Tuesday, December 7, 2010**
- **Tuesday, January 4, 2011 -- this meeting will be changed to Tuesday, January 11, 2011**
- **Tuesday, February 1, 2011**

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

Item 16. **Open Forum**
No open forum items were presented.

**Regular Agenda**

Item 17. **Acceptance of RHORC Hub Grant**
Board Report no. 4433—Enclosed

The Board was asked to approve funding from the Regional Health Occupations Resource Center (RHORC) and consider approval of expenditures. The funds of $4,800 will be used to purchase a one-year subscription to Nurse Squared Program One. This will allow 16 RN students and 30 LVN students access to the software program during the 2010-11 academic year.
It was moved and seconded (Rice/Hanna) to approve Board Report No. 4423. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 18. Acceptance of Governor’s Workforce Investment Act and ARRA Funds for Allied Health**
Board Report No. 4434 – Enclosed

The Board was asked to consider acceptance of this newly acquired grant from the Chancellor’s Office of the California Community Colleges and consider approval of expenditures. Funding from this grant will be used to support a full-time LVN Instructor, adjunct faculty for the CNA program, a part-time program assistant and a part-time simulation technician. Money will also be budgeted for instructional supplies, simulation training, and advertising.

It was moved and seconded (Rice/Ohlund) to approve Board Report No. 4434. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Item 19. 2010-11 Final Proposed Budget**
Board Report No. 4435 – Enclosed

The Board held a public hearing concerning the 2010-2011 Final Proposed Budget and was asked to consider adopting it for the 2010-2011 fiscal year.

Kent Gross, Controller, noted that this budget is later than usual in being presented to the Board because of the lack of a State budget. Trustee Rice expressed concern about the 2010-2011 Projected Revenue and the anticipated reduction in restricted general fund revenues. He further noted the importance of hiring a Director of Institutional Advancement to generate additional revenue. President Lawrence noted that there will be pressure to close the gap in the State budget with the election of a new Governor. Mid-year cuts are almost inevitable. Steve Crow noted that there will be no back fill from the federal government this year. Further discussion was held on the reduction in revenue from the Federal Forest Reserve and Timber Yield.

It was moved and seconded (Ohlund/Hardy) to adopt the 2010-2011 final proposed budget as contained in Schedules A through E. The motion carried with the following vote: 6 ayes, 0 noes, 1 absent.

**Items From The Board**

**Item 20. Memo to the Superintendent/President**

A letter was presented to President Lawrence from the Board instructing him to take two actions in regard to the leadership of the college, including:

1. Add a standing agenda item at the end of each meeting entitled “Items from the Board”.
2. Have all decision-making processes clearly laid out and in accordance with all statues contained in California Education Code, Title V and AB 1725.

Trustee Rice noted that the Board had done a good job in responding to the letter presented to them from the Academic Senate. It was requested that the next agenda include an organizational chart and information about the Director of Institutional Advancement position.
**Item 21. Adjournment**
There being no further business to discuss, President Alan Dyar declared the meeting adjourned at 7:11 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