MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, AUGUST 22, 2006
1:00 p.m.
Padilla Bay National Estuarine Research Reserve
10441 Bayview Edison Road
Mount Vernon, WA  98273

BOARD MEMBERS IN ATTENDANCE:
Ms. Debra Lisser, Chair
Mr. Jess del Bosque
Mr. Tom Moser
Ms. Margaret Rojas
Mr. Mel Takehara
Dr. Gary Tollefson, President & Executive Secretary to the Board

ADMINISTRATIVE SUPPORT:
Ms. Lisa Radeleff, Administrative Assistant/Executive Secretary to the President

I. CALL TO ORDER:

The Chair, Ms. Debra Lisser, called the meeting to order at 1:00 p.m.

II. DECLARATION OF A QUORUM:

The Chair recognized that a quorum of Board members were present, and announced that the Trustees would need to go into Executive Session for approximately 30 minutes to discuss a personnel issue.

CONVENVED INTO EXECUTIVE SESSION AT 1:02 P.M.
RECONVENED INTO OPEN SESSION 1:40 P.M.

No action was taken during Executive Session.

III. STUDY SESSION:

Dr. Tollefson provided an overview of the agenda for the study session and introduced Mr. Richard Barclay as the Interim Executive Vice President for Instruction and Student Services. Dr. Tollefson also introduced Ms. Mindy Coslor, who recently joined Cabinet with her new title of Dean of Library, Learning Resources and Basic Skills; and Dr. Frank Roberts, Dean of Technology and Distance Education, who joined Cabinet last fall.
Our Aspirations for Our Students

An exercise in writing an open letter to students was conducted. Following the exercise, each group reported their statements (see attachment). This same exercise was used at the Administrative Team retreat in July and will also be done at the fall district-wide in-service day.

Accomplishments 2005-06

Dr. Tollefson provided a PowerPoint presentation of some of the highlights of the 2005-06 academic year.

The Trustees and Cabinet members formed into small groups to discuss accomplishments toward meeting the following 2005-06 Strategic Priorities:
   ➢ Diversity and Globalization
   ➢ Curriculum/Programs/Enrollments
   ➢ Community/Partnerships
   ➢ Processes and Continuous Improvement
   ➢ Professional Growth and Salary Equity

Following the discussion, the 2005-06 Accomplishments and the 2005-06 Strategic Priorities and Targets Year-End Report were distributed to the Board.

Dr. Tollefson asked the Trustees if they thought that the upcoming school year would be a good time for a visit to Beijing Foreign Studies University (BFSU). He stated that there is a new president and that it is valuable to maintain regular contact with BFSU.

New Strategic Plan and Board Policies

Dr. Tollefson distributed copies of the Board’s current Ends’ policies and copies of a proposed revision to those policies. The revision would bring the Board’s Ends’ policies in line with the new Strategic Plan.

Dr. Tollefson asked the Board to review the proposed policy revisions and then decide if they want to discuss at a study session on September 12 and then bring them forward for action at the October 10 meeting, or how they would like to handle the proposed revisions.

There was consensus that Board members would contact Dr. Tollefson if they feel a study session will be helpful.

Dr. Tollefson stated that the college will complete its work on the proposed measures for the 2006-07 Strategic Priorities and will bring that information to the Board for their review and input.
2006-07 Board Activities

The Chair stated that she would like to have mini-sessions, 10 to 15 minutes, at each Board meeting on “hot” programs at SVC to provide information that the Board can share with the public. Mr. Moser stated that he would be interested in learning more about ADA (Americans with Disabilities Act) compliances and a demonstration on the website. He mentioned that he is also interested in learning about the differences between the SVC Nursing program and the Everett Community College Nursing program. Mr. Moser also expressed an interest in learning about the changes occurring in the Library.

The Chair said that she is interested in having the Trustees meet with the Foundation Board of Governors sometime this fall and she would like to invite Mr. Jim Garrison, Chair of the State Board for Community and Technical Colleges, to be the keynote speaker.

Dr. Tollefson reported that he plans to arrange two meetings between the Skagit Regional Public Facilities District (PFD) Board and the Trustees during the 2006-07 academic year—one meeting in late fall and one meeting in late spring. He stated that he also plans to schedule at least one meeting of the Trustees with a local school district board during the next year.

IV. NEXT MEETING:

The next regular meeting of the Board of Trustees will take place on Tuesday, September 12, 2006, 4:30 p.m., Mount Vernon Campus Board Room.

V. ADJOURNMENT:

There being no further business and no action taken, this meeting was adjourned at 5:00 p.m.

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Debra Lisser, Chair          Gary Tollefson, President
Executive Secretary to the Board
Lisa Radeleff, Secretary to the President