I. CALL TO ORDER:
The Chair called the meeting to order at 4:30 p.m.

II. ROLL CALL AND DECLARATION OF A QUORUM:
The Chair recognized that a quorum of Board members were present.

III. FLAG SALUTE

IV. INTRODUCTION OF GUESTS:
Ms. Ainley introduced Dr. Diane Johnson, Music Instructor and Director of the SVC Concert Choir. Dr. Johnson informed the Board that the SVC Concert Choir has been invited to participate in a performance of Haydn’s *Mass In Time of War* in historic Carnegie Hall next April. She stated that the Concert Choir will join three or four outstanding choruses selected from throughout North America to form a festival chorus of approximately 175 singers.

Dr. Johnson stated that 32 students will participate in the performance and that the cost of the trip is $51,000. She reported that students participating in the performance are paying for one-third of the cost of the trip and the rest will be funded through donations and fundraising. To help raise funds for the trip, SVC music students are selling raffle tickets for five dollars each. The raffle winner will receive a trip for two to accompany the choir to New York City. Dr. Johnson stated that a silent auction dinner is also being planned to assist with fund raising—tentative date of February 24. Dr. Tollefson purchased $20 worth of tickets and challenged the members of the Board to also purchase at least that amount. All of the Board members accepted and met his challenge. Mr. Moser
offered to donate a will and testament document, a $500 value, as an auction item. Dr. Johnson accepted his generous donation.

Dr. Tollefson then displayed the inaugural issue of the newsletter “Currents” and recognized the Public Information Office staff, Arden Ainley, Don Cairns, Marie Duckworth, Lucas Naylor, and James Walter for their excellent work in developing the publication. The newsletter will be published two to three times per year and will be mailed to local officials, business leaders, and Foundation donors.

V. CONSENT AGENDA:

1. Board Meeting Minutes – November 7, 2006

2. Board Meeting Minutes – November 15, 2006

The consent agenda items were approved as presented.

VI. PROGRAM PROFILE – Student Support Services:

Mr. Kim Requa, Director of Student Support Services, provided a brief history of the program, stating that it had been in existence at SVC for 25 years. He said that the program is focused on the academic success of students and retention. The program is funded through a federal grant from the Department of Education.

Mr. Requa stated that the goals of the program are: student retention, graduation and transfer to four-year colleges and universities. He stated that 300 students are being served this year, although the grant contract is for 230 students. Students using the program meet at least one of the following criteria: low income, first generation to attend college, or are disabled.

Mr. Requa stated that some of the services provided by the program are counseling and advising, follow-up on grade checks, follow-up on low grades, and contacting students that have not registered for the next quarter.

Ms. Rojas asked how students find out about the program. Mr. Requa responded that about half of the students are referred through advising and the other half are referred by instructors.

Mr. Requa then introduced three students: Mr. Felix Mejia, Ms. Emma Barado, and Mr. Rob McCleery. Each gave a brief statement on their background and how the Student Support Services enabled them to achieve their goals in higher education.

VII. COLLEGE REPORTS:

1. ASSVC
Mr. Trinh stated that he was glad finals were over for the quarter. He stated that student government members at the Mount Vernon Campus will staff a welcome back booth, where doughnuts and other refreshments will be provided to students. Mr. Trinh reported that the January 6 basketball game will be “student night.”

2. SVCFT

No report.

3. WPEA

No report.

4. Administrative Services

Mr. Harker distributed the operating budget report for month ending November 30. He also provided a report on the current operating revenues and expenditures for McIntyre Hall; this monthly report is also provided to Skagit County and the Skagit Regional Public Facilities District Board.

Mr. Harker provided information on the bids for the Campus Center Project. He stated that the bids came in higher than estimated. Mr. Harker distributed a handout identifying the source of funds for the project and noted that more money was available than originally estimated; for example, funding from the sale of the Big Lake property was originally estimated as $450,000 but $597,000 was the actual amount realized from the sale. He stated that while not illustrated in the handout, there will also be savings from the fire loop project.

Mr. Harker then asked Dr. Frank Roberts to provide information on the Information Technology data center project. Dr. Roberts stated that approximately two years ago Information Technology (IT) realized the limitations of the current data center. There was discussion on whether to do piecemeal additions or to look at a long-term solution—a decision was made to develop a long-term solution. He stated that the Professional/Technical area has worked with IT and there is now a dedicated room in Roberts Hall that will be used for the data center. The data center will have a dedicated temperature control, racks for servers, and chillers with back-up systems. The data center will also have a dedicated generator. Dr. Roberts stated that requests for bid proposals were sent out last week and the hope is to have the project completed by the end of spring quarter.

Mr. Harker provided a handout that identified the source of funds for the data center project.

5. Instruction & Student Services
Mr. Barclay highlighted the following items in his report:

- An Early Childhood Education Integrated Basic Education and Skill Training (IBEST) Program has been awarded—FTEs in this program are funded at 1.75;
- Calls are being made to students who have not yet registered for winter quarter;
- Champions of Diversity awarded $77,500 in scholarships;
- KSVR now has a full time Spanish language coordinator, Carlos Bejar;
- The fall high school counselor lunch meeting was held at McIntyre Hall;
- Admissions & Registration and the Business Office have all been relocated to modular buildings behind the Library;
- The online advising program that began fall quarter got off to a good start; the plan is to eventually have it staffed 24/7;
- The women’s basketball team recently returned from a trip to Los Angeles—they had two big wins and the team visited Disneyland;
- Work is being completed on a reference document for adjunct faculty.

6. Whidbey Island Campus

Dr. Donahue highlighted the following items in his report:

- The part-time RN program will be up and running in January. Twenty-four students are enrolled, that is the maximum capacity due to clinical spots available;
- The Whidbey Island Campus Master Plan will be completed for the Trustees to review at their May Board meeting.

7. President

Dr. Tollefson stated that information on his recent activities had been distributed to the Trustees along with a monthly update for Skagit/Islands Head Start.

Dr. Tollefson highlighted the following events:

- On October 25 the Board of Trustees met with the Foundation Board of Governors and listened to a presentation provided by Mr. Jim Garrison, Chair of the State Board for Community and Technical Colleges;
- On November 15 the Board of Trustees met with the Skagit Regional Public Facilities District Board for an update on McIntyre Hall's operating budget and future plans;
- On November 18 he attended a meeting with Representative Hans Dunshee and the Presidents of Cascadia, Edmonds, Shoreline and Everett community colleges regarding baccalaureate access and the Snohomish, Island, Skagit Consortium. Representative Dunshee asked the presidents to draw up a new plan rather than movement toward a new university. On December 13 he will be attending a meeting with
Senator Paul Shin regarding higher education and specifically related to baccalaureate opportunities;

- The annual Legislative Brunch was held on December 5. This event is used to discuss SVC and the community and technical college system’s legislative priorities for the upcoming legislative session;
- On December 5 a celebration of adjunct faculty was held on the Mount Vernon Campus—the Whidbey Island Campus celebration was rescheduled from November 28 (due to the snow storm) to January 16. Dr. Tollefson was informed at the recent WACTC meeting that the presentation a year ago to the State Board on adjunct salaries made an impact because there will be a differential provided to those schools at the bottom of the adjunct salary range;
- At the recent WACTC meeting it was also announced that for this academic year, International enrollment may be counted toward state funded FTES. He acknowledged Ms. Woiwod for her work through the Student Services Commission on this issue;
- The annual holiday open house was held on December 8, it was a very good event with a record turnout;
- The Foundation annual meeting and social will be held on December 14, 5:30 p.m. at the Skagit Transit Station—all of the Trustees are invited to attend.

8. Board of Trustees

The Chair reported that she participated in the visit to the New Market Skills Center in Olympia on December 4. She stated that all of the Skagit County superintendents participated except for Concrete and all school districts had at least one school board member on the tour. The Chair said that the participants found the tour informative and that the proposed Skagit Skills Center will be an extremely beneficial project for Skagit County.

Mr. Moser asked about the property issue regarding the skills center. Dr. Tollefson responded that a legal description is currently being developed. He also stated that he met with the Northwest ESD 189 Superintendent, Dr. Jerry Jenkins yesterday, and that Dr. Jenkins may play a convening role for the property issues and drawing up various contractual relationships related to the skills center.

The Chair stated that the regularly scheduled February 13 Board meeting will need to be changed as she and Ms. Rojas will be attending the ACCT Legislative Seminar in Washington, DC on that date. She asked the other Board members to consider changing the date to either February 6 or 20; a decision will be made at the January Board meeting as to which date to meet.

VIII. PUBLIC COMMENT:

No requests were presented.
IX. NEXT MEETING:

Tuesday, January 9, 2007, 4:30 p.m., Mount Vernon Campus – Czarna Collins Room, Library

X. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session for approximately 15 minutes to discuss a real estate issue.

CONVENED INTO EXECUTIVE SESSION AT 5:58 P.M.
RECONVENED INTO OPEN SESSION AT 6:15 P.M.

XI. ADJOURNMENT:

There being no further business and no action taken, this meeting was adjourned at 6:15 p.m.

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