I. CALL TO ORDER:

The Chair, Ms. Debra Lisser, called the meeting to order at 3:30 p.m.

II. DECLARATION OF A QUORUM:

The Chair recognized that a quorum of Board members were present.

III. STUDY SESSION:

1. Facilities Update

Mr. Dennis Rohloff, Director of Facilities, provided an update on new construction and capital projects. He reviewed the following areas:

- A map showing installation of the new fire lines on the Mount Vernon Campus;
- A rendering and site map of the Campus Center Remodel;
- Renderings and a site map of the Science & Allied Health Building;
- The proposed location of the Skills Center on the Mount Vernon Campus;
- A ten-year vehicle circulation plan for the Mount Vernon Campus.

A question was raised as to whether or not the look of McIntyre Hall was taken into consideration with the new construction. Mr. Rohloff replied that glass and metal panels will be used in the construction. Dr. Tollefson stated that there will be a unified effect; that the materials used in the Campus Center incorporates a rounded wall similar to the rounded walls in McIntyre Hall.
Another question was raised as to the “greenness” of the new construction. Mr. Rohloff replied that the Science and Allied Health Building will be constructed as a LEED’s (Leadership in Energy & Environmental Design) “Silver Building.”

A question was raised on the development of 30th Street. Mr. Rohloff replied that the City of Mount Vernon plans to put 30th Street through to Martin Road.

Dr. Tollefson stated that in 2003 the idea of a Skills Center was just beginning, and the Science Building and Campus Center remodel were still in the early stages of development as was acquiring land to the east of the Mount Vernon Campus, however, now all of those projects are in the works.

IV. ADJOURNMENT:

There being no further business, the study session was adjourned at 4:20 p.m.
MINUTES OF THE BOARD OF TRUSTEES MEETING  
COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE  
TUESDAY, OCTOBER 10, 2006  
4:30 p.m. – Board Room  
2405 E. College Way  
Mount Vernon, WA  98273

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:  
No guests were in attendance.

V. CONSENT AGENDA:  
1. Board Meeting Minutes – September 12, 2006  
2. Board Meeting Minutes – October 3, 2006  
The consent agenda items were approved as presented.

VI. ACTION ITEMS:  
1. Recommendation of Associate of Applied Science – Transfer Degree in Computer Information Systems

Mr. Barclay reported that in 2005-2006, Michele Koci, Professional/Technical Dean, Sally Dixon and Doris Dunn, Mount Vernon and Whidbey Island Campus Computer Information Systems Chairpersons, and Gail Bruce, Transfer Coordinator, began development of an Associate of Applied Science Transfer Degree in Computer Information Systems (AAS-T CIS) to enable SVC CIS students to transfer into the following four-year schools to complete a bachelor’s degree: Central Washington University, City University, The Evergreen State College, University of Phoenix and Whitworth College.

The AAS-T CIS degree will be granted to SVC students completing a 2.0 minimum GPA. Admission into a bachelor’s degree program at a four-year school will require a higher GPA for admission. This transfer degree is a
representative of the growth in subject area transfer degrees between Washington community colleges and baccalaureate granting institutions.

The SVC Instruction Committee reviewed and voted to approve this degree in early June, 2006; and forwarded it on the President for his approval. The President approved the degree June 19, 2006. The degree is now before the Board of Trustees for final approval.

It was moved by Ms. Margaret Rojas and seconded by Mr. Mel Takehara to approve the Associate of Applied Science – Transfer Degree in Computer Information Systems as presented.

MOTION PASSED UNANIMOUSLY.

2. Recommendation of Board of Trustees’ Ends Policies

Dr. Tollefson stated that the recommended Board of Trustees’ Ends Policies have been discussed by the Board at study sessions on August 22 and September 12, 2006. The recommended Ends Policies will more fully integrate the policies with the 2006-2011 Strategic Plan.

It was moved by Mr. Jess del Bosque and seconded by Ms. Margaret Rojas to approve the Board of Trustees’ Ends Policies as presented.

Ms. Rojas thanked Dr. Tollefson for taking the recommendations into consideration and creating the E-3 Institutional Diversity Policy.

MOTION PASSED UNANIMOUSLY.

VII. PROGRAM PROFILE – General Education:

Dr. Lynn Dunlap and Mr. Les Stanwood presented an informative and entertaining historical review of General Education Reform at Skagit Valley College.

Dr. Tollefson stated that the General Education Recommendations were completed last spring and are now in the governance process for implementation. He reported that last week SVC was visited by two national groups, MetLife Foundation and MDRC, wanting to study us and our success in this arena.

VIII. MONITORING REPORT – Enrollment Management:

Dr. Pettitt provided a report on enrollment management that was organized around several issues related to enrollments at the college: the characteristics of applicants and the current student body, the changes in enrollments over time, and results expected from the Marketing Plan.
Mr. Barclay stated that SVC has an excellent marketing plan and gave kudos to Ms. Arden Ainley and the staff in Public Information for their hard work in putting together a great plan.

IX. COLLEGE REPORTS:

1. ASSVC

Mr. Muia introduced Mr. Brian Trinh, ASSVC President. Mr. Trinh stated that the students are currently working on elections. He stated that over the summer the student government office was moved to its temporary location in the Student Life modular.

2. SVCFT

Mr. Witmer reported that classes are well underway as are many of the college committees.

Mr. Witmer stated that on Friday of last week, SVCFT sent Dr. Tollefson an e-mail to tell him that the faculty team is ready to resume contract negotiation. Because of the commitment of both the faculty team and the administrative team, salary negotiations for 2006-2007 were completed during spring of 2006, and for the first time in a number of years faculty were able to sign contracts for this year before the year had actually begun. He stated that SVCFT wants to officially say thank you to the members of both negotiation teams.

Mr. Witmer stated that the issues that SVCFT will be bringing to the table in the coming months include the incorporation of best practices for adjunct instructors into the contract, continuing issues regarding workload equity, the academic calendar, department/division chairs responsibilities, and faculty discipline. He said that SVCFT looks forward to continuing to use interest based bargaining in our approach to these issues.

Mr. Witmer reported that on October 13, all faculty will be working collaboratively and we hope creatively on outcomes assessment. An important focus of this work will be the general education outcomes, particularly the outcomes regarding communication, critical thinking, information literacy, and personal responsibility. The tools that come out of our work on Friday will help answer the question: Are students learning what we think they are learning? And we may be more prepared for accreditation when that time comes.

Mr. Witmer announced that the Jill Fugate Presentation Series starts next week, on Thursday, with a presentation by Dr. Pat McLatchy, retired SVC history instructor, on “The Last Days of Glen Canyon …Or just before the Dam(n)”
3. WPEA

No report.

4. Administrative Services

Mr. Harker distributed and reviewed the month-end budget report for September 2006 and a Bookstore Benchmark Report that provides a comparison with other system community college bookstores.

Mr. Harker stated that two important commitments for the Bookstore are: 1) the commitment of $80,000 for a COP for the Campus Center; and, 2) looking at ways to control and reduce costs to students—Bellevue Community College is piloting a textbook rental program and SVC is closely watching that program, also SVC is considering a year-round book buy-back, and “plain” textbooks—no color, more basic editions that are lower in cost.

Dr. Tollefson said that all of the above plans are in the unit plans for those areas and a commitment has been made to follow through on them.

5. Instruction & Services

Mr. Barclay highlighted the following during his report:

- Acknowledgement to the Information Technology Staff from faculty on the technology improvements in the classroom. Faculty are excited and enthusiastic about the progress;
- Admissions and Registration areas have moved into the modular buildings and things are going well;
- The new reader board is a hit—increases are being noticed in the areas that are advertised on the reader board;
- Enrollment numbers for veterans is holding steady;
- On-line advising has begun this quarter;
- International enrollment is up and all students have housing;
- Over 50 SKAT discount passes have been purchased.

6. Whidbey Island Campus

No report.

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:
Recent visits by the MetLife Foundation and MDRC – they are interested in studying us for our national reputation in student retention, general education and learning communities; and in helping students succeed;

At the October 3 Board of Trustees study session the Board received more information on the Skills Center. Since that meeting Dr. Tollefson has met with Assistant Attorney General, Ms. Lisa Wochos, in creating a draft purchase agreement;

On October 25 the Board of Trustees will meet with the SVC Foundation. State Board Chair, Mr. Jim Garrison will be speaking on the State Board’s system direction – Creating Opportunities.

8. Board of Trustees

The Chair stated that the ACCT Legislative Seminar will be held in Washington, DC, February 12-14, 2007.

X. PUBLIC COMMENT:

No requests were presented.

XI. NEXT MEETING:

Tuesday, November 7, 2006, 4:30 p.m., Mount Vernon Campus – Board Room

XII. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session for approximately 45 minutes to discuss a real estate issue.

CONVENED INTO EXECUTIVE SESSION AT 5:50 P.M.
RECONVENED INTO OPEN SESSION AT 6:51 P.M.

XIII. OPEN SESSION:

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

It was moved by Mr. Tom Moser and seconded by Mr. Jess del Bosque for the Board of Trustees to authorize the President to begin negotiations with representatives of the Skagit County Technical Skills Center for purposes of sale (or lease with option to buy) of real property to be utilized as the site of the proposed Skills Center.

MOTION PASSED UNANIMOUSLY.

A resolution containing the provisions and general scope of the agreement will be placed on the November 7, 2006 Board of Trustees meeting agenda.
XIV. ADJOURNMENT:

There being no further business, this meeting was adjourned at 6:56 p.m.

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