I. CALL TO ORDER:

The Chair called the meeting to order at 3:30 p.m.

II. ROLL CALL AND DECLARATION OF A QUORUM:

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

III. STUDY SESSION:

1. Mathematics Program

Dr. Tollefson introduced Mr. Daniel Graber, Mathematics Instructor and Division Chair at the Mount Vernon Campus, Mr. Jeff Stady, Mathematics Department Chair and Instructor from the Whidbey Island Campus, and Mr. Jim McCleery, Mathematics Instructor at the Whidbey Island Campus.

Mr. Graber highlighted the following during his report:

- The same mathematics text books are used across the district;
- Math Centers are available on both campuses. They are well utilized and offer group activities. Faculty offices are located near the labs;
- Plans to improve the Math Centers with new computers and additional tutors—tutorial is currently available 32 hours per week;
- Mathematics is offered in the traditional classroom setting, on-line, hybrid classes – a combination of on-line and on-ground courses, and through the Math Center were students of all levels work at an independent pace.

Mr. McCleery reported that in spring 2004 the Mathematics departments from the
Mount Vernon Campus and the Whidbey Island Campus met with Dr. Tollefson to discuss the large volume of resources throughout the community college system that are expended in delivering remedial Algebra classes.

In spring 2004 Mr. McCleery conducted an analysis of the success rates for SVC students taking remedial mathematics classes. As a result of that study the math departments decided to add Math 98 to the remedial algebra sequence. The data indicated that the “jump” from Math 97 to Math 99 was too wide for many of our students.

Mr. McCleery stated that a new analysis was recently completed to determine if we are on the right track. He stated that in general we are making good progress. For all modes of delivery the Math 96 GPA has improved from 2.40 to 2.54, the Math 97 GPA has improved from 2.30 to 2.50, and the Math 99 GPA has improved from 2.17 to 2.35. For the Distance Education delivery the improvements have been even greater. Math 96 GPA has improved from 2.46 to 2.73, the Math 97 GPA has improved from 1.70 to 2.29, and the Math 99 GPA has improved from 1.69 to 2.15.

Mr. McCleery stated that the following changes have occurred:
1. Creation of Math 98 in order to slow down the place through the remedial algebra material;
2. Extensive use of the on-line package MyMathLab/CourseCompass in Distance Education and in-place algebra classes.
   • Allowing unlimited ‘just in time’ support with video, animation, and numerous ‘show me how examples;’
   • Allowing exams to have prerequisites so that homework must be completed at a set success rate (80%) before access to an exam is enabled;
   • Allowing access to the enhanced on-line text with numerous embedded interactive examples, exercises, and video;
   • Allowing students to email the link to a particular problem to the instructor so that specific step-by-step instructions can be returned by email;
   • Allowing instructors to set student specific time-limits and due dates to accommodate students with special needs.
3. Due to the flexibility afforded by the MyMathLab package student success in finishing incomplete (I) grades has improved significantly (a 75% completion rate in some classes).

Mr. Stady then provided a demonstration of MyMathLab, the web-based software referenced in Mr. McCleery’s presentation. MyMathLab is textbook specific and accompanies textbooks in mathematics. The software offers a variety of invaluable resources, including, but not limited to:
• online homework assignments
• online exams
• complete online course content and customization tools
• guided mathematical instruction
• multimedia learning aids
• student study plan
• free tutoring from the Math Tutor Center

IV. ADJOURNMENT:

There being no further business this meeting was adjourned at 4:30 p.m.

________________________________________  __________________________
Debra Lisser, Chair                              Gary Tollefson, President
Executive Secretary to the Board                Lisa Radeleff, Secretary to the President
MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, MARCH 13, 2007
4:30 p.m. – Library, Czarna Collins Room
2405 E. College Way
Mount Vernon, WA  98273

BOARD MEMBERS IN ATTENDANCE:
Ms. Debra Lisser, Chair
Mr. Jess del Bosque
Mr. Tom Moser
Mr. Don Piercy
Ms. Margaret Rojas
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 called the meeting to order at 4:35 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 present.

V. CONSENT AGENDA:
1. Board Meeting Minutes – February 20, 2007
The consent agenda item was approved as presented.

VI. ACTION ITEMS:
1. Recommendation of Tenure

Mr. Barclay reported that three probationary faculty are completing their eighth quarter with Skagit Valley College this winter. They are:

- Ms. Anita Ordóñez, Multicultural Student Services, MV;
• Mr. William Overby, Administration of Justice, MV;
• Dr. Christina Pflugfelder, Biological Sciences, WIC.

Mr. Barclay stated that during the last two and a half years, each probationer has been evaluated by students and peers on their Tenure Review Committee, and by division/department chairs and supervising deans or vice president. These three faculty members have each successfully completed their probationary review and have become valued members of the college community.

It was moved by Ms. Margaret Rojas and seconded by Mr. Tom Moser to grant tenure to Ms. Anita Ordóñez, Mr. William Overby, and Dr. Christina Pflugfelder.

The Chair stated that the Trustees have had the opportunity to review the probationers’ tenure files. Mr. Piercy stated that he was impressed with the accomplishments of the three faculty members.

MOTION PASSED UNANIMOUSLY.

2. Recommendation of Name for General Computer Lab

Dr. Tollefson reported that during fall quarter he received a request to name the General Computer Lab (Room 104 in Ford Hall) as the “Steve Bradley Computing Technology Center.” Dr Tollefson assembled a Naming Facilities Committee, comprised of faculty, staff and administration members as well as a member of the Board of Trustees. He asked the committee to consider the request and formulate a recommendation.

Dr. Tollefson stated that Mr. Steve Bradley was the Dean of Information Technology from 1996 until his passing in 2005. Mr. Bradley was dedicated to SVC and worked hard to develop a highly competent Information Technology Department that could effectively and consistently support the mission of the College.

It was moved by Mr. Jess del Bosque and seconded by Mr. Tom Moser to approve the naming the General Computer Lab in Ford Hall 104 as the Steve Bradley Computing Technology Center.

Mr. Piercy asked how the room would be identified. Dr. Tollefson responded that a plaque bearing the name would be installed on the wall outside of the entrance to the room and that it would be identified on the campus map.

MOTION PASSED UNANIMOUSLY.

Mr. Van Aguirre, on behalf of the Information Technology Department, thanked the Trustees for approving the name request.
VII. MONITORING REPORT – Student Retention & Progression: Academic Program

Dr. Pettitt reported that 42% of the 6,460 students enrolled at SVC in Fall 2006 reported that their goal was to obtain a transfer degree. This Monitoring Report provides the data for targeted indicators of student success for transfer students that are measurable: reports of student satisfaction with collaborative courses, student progress in reaching their educational goals, and grade point average (GPA) at four-year institutions where those data are available. The Community College Survey of Student Engagement (CCSSE) was not administered in 2006; therefore, findings from that survey are not available. However, the CCSSE will be administered in spring 2007 and the findings will be reported in subsequent reports. The CCSSE allows the college to obtain data regarding student satisfaction, student engagement, and learning outcomes.

Dr. Pettitt stated that Learning Communities and English Links are offered at both the Mount Vernon and Whidbey Island campuses and through Distance Education. Learning Communities and Links are taken primarily by transfer students. Students in collaborative courses are surveyed each quarter. The percentage of students who report that Learning Communities and English Links were a valuable experience continues to be high (83% and 74% respectively). A majority of students also report that combining classes also created value for them (68% and 60%). These percentages have not varied significantly over the past several years.

Dr. Pettitt stated that “substantial progress” for degree-seeking students is defined by the State Board for Community & Technical Colleges (SBCTC) as the completion of four or more quarters at the college and/or completion of a degree. This information is provided for each college and for the system annually by the SBCTC using a cohort methodology that tracks students over a two-year period. The last cohort to be tracked was students entering community colleges in fall 2004.

Part-time students at SVC had a higher substantial progress rate than the system (43% versus 38%). The substantial progress rate of full-time SVC students is slightly lower than the system rate (62% vs. 63%).

Female transfer students have had a consistently higher substantial progress rate than their male counterparts, by an average of four percentage points over the past three cohorts. However, the difference is not statistically significant.

Dr. Pettitt stated that SVC monitors the time-to-degree for students seeking transfer degrees. The cohort methodology tracks students over a three-year period.
Of the 814 students new to the college in 2003, 455 students (56%) took at least one developmental education course (an English, Math, or Reading course below the 100-level). The average number of developmental education courses taken by those 455 students was 2.8—approximately three classes per student. The remaining 359 students took only college-level classes. By the end of fall quarter 2006, 155 students from the fall of 2003 cohort (19%) had graduated. Of the 155 graduates, 102 (66%) took at least one developmental education course.

The two-year graduation rate for fall 2003 is slightly higher than the previous year, while the three-year rate is slightly lower; a total of 18.4% of the cohort graduated within three years.

The drop in graduation rates is largely comprised of students who fall in the “no developmental education” category. The two-year graduation rate for students who took one or more developmental education classes rose for the second year, an increase of 1.7% over the fall 2001 cohort. These students have continued to graduate at a relatively constant three-year rate of 21% – 22% for all three cohorts.

The decreasing graduation rates for students who do not need developmental courses in math, English, or reading may be influenced by the increasing number of transfer students who attend part-time. The percentage of students with a transfer degree intent who attend part-time has increased from 39% in fall 1999 to 42% in fall 2003. At the same time, however, we have data from the SBCTC that indicates that the substantial progress of SVC’s part-time transfer students has increased over the past three years. In other words, transfer students are increasingly attending the college part-time, extending their time to degree, but their persistence is better than earlier cohorts.

Student success at the four-year institutions can be measured by the grade point average (GPA) earned by SVC students who transfer. In all comparisons, SVC transfers earn a higher GPA than that earned by all transfers from Washington Community Colleges, and higher than students attending local community colleges.

Discussion followed.

VIII. COLLEGE REPORTS:

1. ASSVC

Ms. Woiwod reported the following on behalf of Mr. Brian Trinh:

- In February, 20 students and staff members participated in a Habitat for Humanity Project;
- The students are planning a campaign to purchase atomic clocks for all classrooms and student areas.
2. SVCFT

Ms. Sally Connor reported the following on behalf of SVCFT:

As a quarter of unusually stormy weather ends, faculty are happy to report that negotiations on the contract for 2007-2010 are now well underway. The faculty and the administrative teams are working together using an interest-based approach to bargaining and have already come to agreement on several issues. Provided that budget information is available from the state in time, we hope to finish negotiation before the end of spring quarter and sign contracts in June with a newly negotiated salary schedule.

You may remember that three years ago we negotiated some changes to the way in which faculty propose and report professional development activities. A few weeks ago, faculty and administrators met together in an open forum to discuss whether the changes that were made are working. As faculty, we very much appreciate the willingness of the administration to look not only at what is working but also at what is not working and to discuss ways to ensure that professional development expectations and experiences will be comparable and equitable in all units district wide.

Faculty have begun to voice frustration with the current procedures for faculty recruitment, hiring, and notification of appointments. The distinct perception is that decision-making is slow and that the procedure is cumbersome. As a matter of interest and a matter of public relations, the Board may want to review these procedures.

Recent research on what, if any, privileges are offered to emeriti faculty disclosed the following:

- Bookstore privileges: Yes.
- Library privileges: Yes.
- PE privileges: Yes.
- Parking permit: No.
- E-mail account: No.
- $5 tuition remission: No.

Having bookstore, library, and PE privileges is laudable. Not having parking permits and email accounts is understandable. Not being allowed the $5 tuition remission is "fixable." And you, the Board members are the ones who have the power to fix it through a simple policy change. Completing this simple process will make a big statement in your commitment to the college’s philosophy of lifelong learning.
Consideration for the $5 tuition remission should also be extended to our adjunct faculty—especially now that Adjunct Best Practices are being negotiated and incorporated into other college policies.

Since we demand so much from our adjust contingency and offer them little in return, this is also your opportunity to fix that policy problem.

3. WPEA

No report.

4. Administrative Services

Mr. Harker distributed the Budget Report for month ending February 28, 2007. He stated that the financials are currently tracking for a good closing and that information regarding the May 1 purchasing cut-off date has been sent to all employees.

Mr. Harker distributed the financial report for McIntyre Hall. He stated that the financials for McIntyre Hall continue to track better than anticipated.

Dr. Tollefson noted that the rental revenues for McIntyre Hall have seen significant improvement this year.

Mr. Harker reported that an internal auditor from the State Board has been at SVC this past week looking at specific programs.

Discussion followed Mr. Harker's presentation.

5. Instruction & Student Services

Mr. Barclay highlighted the following items:

- Provided an update on partnerships with four-year universities and colleges—SVC is in the early stages of discussion with Eastern Washington University through the University Center on an interdisciplinary degree that they hope to begin in fall 2007;
- The nomination process for Exceptional Faculty Awards is underway—over $53,000 available this year;
- One full-time faculty and three part-time faculty members have expressed interest in participating in the China instructor exchange program for 2007-08—the deadline for applying is March 16;
- Training for handling disruptive students was held in late February—30 faculty and staff members participated;
- The On-line Advising program that was piloted this past fall has been implemented and is in use;
• The quarterly high school counselor lunch meeting was held at Burlington-Edison High School in February. Patrick McVicker and Gary Eckermann conducted an excellent presentation. The next meeting will be held at Anacortes High School in the spring;
• The recent Calling All Colors dance raised over $10,000;
• Guests from Japan recently visited the college and were very impressed with SVC’s faculty;
• Both the men’s and women’s basketball teams participated in tournament play in Pasco.

Mr. Barclay than relayed information on a 2003 graduate of Skagit Valley College – Ms. Niru Bhanderi. Ms. Bhanderi and her family migrated from India to Zambia and then in 2001 she discovered Skagit Valley College on the Internet while looking for colleges near relatives in Seattle. She enrolled at SVC and began working for both International Programs and Multicultural Student Services. While at SVC she was the overall chair of Calling All Colors, organized the International Dinner, and was emcee for the Champions of Diversity Awards ceremony.

Ms. Bhanderi graduated from SVC with honors and transferred to the University of Washington where she majored in Speech and Hearing Services. She was hired by Washington Audiology Services (WAS) to perform occupational hearing testing and training. She recently received her H-1 visa which allows her to work in the United States and she is doing client liaison work for WAS. In the future she plans to earn a graduate degree in the health and sciences field.

6. Whidbey Island Campus

Dr. Donahue highlighted the following items:
• Over 125 people attended the Art Stroll on March 2. Three additional prints were added to the campus art collection. Dr. Donahue thanked Mr. Piercy and Ms. Rojas for attending the event;
• Master Plan Forums are scheduled for March 15, 5:30 pm and March 30, 12:30 pm;
• He shared information regarding several universities (University of Notre Dame, Yale, and Bryn Mawr) offering “free” on-line classes in a variety of subjects. Dr. Donahue stated that faculty are very aware of how this type of trend will impact the future of education;
• South Whidbey Center faculty conducted a “sit-in” at the Payless in Freeland where they had a booth and display information on offerings at the Center.
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:

- The Medical Assistant Program accreditation review was conducted yesterday, March 12 with the exit interview earlier today. The program was given several kudos along with some items to work on—there is an opportunity to make corrections before the final report is issued;
- March 15 is the date scheduled for the SVC Legislative Day—the Legislative Action Committee will meet individually with all nine of the local legislators;
- He encouraged the Trustees to attend the March 15 Whidbey Island Campus Master Plan Forum—he will not be attending due the Legislative Day event, however, he will attend the March 30 forum;
- On April 5 he will be interviewed by Mr. Tony Ventrelia for CNN’s Local Edition. Ms. Arden Ainley explained that Mr. Ventrelia has been to McIntyre Hal in the past and encouraged CNN to use the facility for the show;
- Dr. Tollefson asked Dr. Maryrose Eannace to provide an update on Ms. Angelica Hernandez. Dr. Eannace stated that Ms. Hernandez is slowly improving, but that a date for her return to teaching is still not known;
- The auction fundraising event for the Concert Choir’s trip to Carnegie Hall has been rescheduled to March 31—all who had tickets were notified of the date change. Dr. Tollefson has purchased a table for the event and invited the Trustees and their guests to attend;
- Due to concerns that public records requests could require Trustees to have their home computers reviewed—all members of the Board will receive email accounts through the SVC email system. An email “alert” will be sent to Trustees personal email accounts notifying them that they have an email on their SVC account. This is a short-term solution; there are plans for other options through SharePoint.

8. Board of Trustees

Ms. Rojas complimented Dr. Donahue for another successful Art Stroll event.

Mr. Piercy commented that he has heard Edmonds Community College advertisements on KBSG and television advertisements for Lake Washington Technical College.
The Chair reported that she has asked for a meeting to be set up between the Island County Commissioners, Oak Harbor City Council members, and the Board of Trustees for discussion on how SVC is working for their community.

The Chair stated that the All-Washington Academic Team is scheduled for March 22 at South Puget Sound Community College. She encouraged all of the Trustees to attend.

Ms. Michele Koci recognized Sally Connor for her thirty plus years of service. She stated that Ms. Connor has been dedicated and generous with her time and has touched the lives of thousands of students.

IX. PUBLIC COMMENT:

No requests were submitted.

X. NEXT REGULAR MEETING:

Tuesday, April 10, 2007, 4:30 p.m., Mount Vernon Campus – Czarna Collins Room, Library

XI. EXECUTIVE SESSION:

The Chair announced that the Trustees would need to convene into Executive Session for approximately 15 minutes to discuss the performance of public employees. She asked Mr. Dick Barclay and Ms. Sue Williamson to please stay for the Executive Session.

CONVENED INTO EXECUTIVE SESSION AT 5:50 P.M.
RECONVENED INTO OPEN SESSION AT 6:15 P.M.

XII. 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  Executive Secretary to the Board
Lisa Radeleff, Secretary to the President  Lisa Radeleff, Secretary to the President