

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
MONDAY, July 14, 2003
5:00 p.m. - Board Room
2405 E College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Mr. Jess del Bosque, Chair
Mr. Tom Moser, Vice Chair
Dr. Barbara Andersen
Mrs. Elizabeth Hancock
Mr. Mel Takehara
Dr. Gary Tollefson, President & Executive Secretary to the Board

ADMINISTRATIVE SUPPORT:

Ms. Leslie Croot, Information Research Analyst

I. CALL TO ORDER:

The Chair, Mr. Jess del Bosque, called the meeting to order at 5:00 pm

II. ROLL CALL AND DECLARATION OF A QUORUM:

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

III. FLAG SALUTE

IV. CONSENT AGENDA

1. Regular Meeting Board Minutes- June 12, 2003
2. Special Meeting Board Minutes – June 12, 2003

The consent agenda items were approved as presented.

V. INFORMATION ITEMS

1. Public Comment – Jess del Bosque

No report.

VI. ACTION ITEMS

1. Resolution 03-05, Diamond Award

Barbara Andersen read the criteria for Resolution 03-05, Diamond Award.

It was moved by Dr. Barbara Andersen and seconded by Mr. Tom Moser to approve Resolution 03-05, Diamond Award.

MOTION PASSED UNANIMOUSLY

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2. 2003-04 Operating Budget

Bruce Klewer presented information regarding the 2003-04 Operating Budget. Despite budget cuts, the budget was balanced at \$20,528,854. A question was asked concerning the Community Services program for the Whidbey Island Campus. The program should be explored to determine if Whidbey has an active program. Budget operating reserves were also discussed: the reserves were reduced from \$150,000 to \$100,000.

It was moved by Mr. Mel Takehara and seconded by Mr. Tom Moser to approve the 2003-04 Operating Budget.

MOTION PASSED UNANIMOUSLY

3. Tuition Increase

The state legislature approved a tuition increase averaging seven percent for the 2003 – 2004 academic year. This increase is for residents, while nonresidents received an increase that was the same dollar difference as the residents per credit (making their increase percentage-wise less than residents).

It was moved by Dr. Barbara Andersen and seconded by Mr. Tom Moser to adopt SVC's 2003-04 Quarterly Tuition & Fee Schedule.

MOTION PASSED UNANIMOUSLY

4. Easement for McIntyre Hall

Puget Sound Energy, Inc is requesting an easement to supply electrical service to the facility. It will run from the road, underground, to a transformer at the McIntyre Hall Performing Arts & Conference Center.

It was moved by Dr. Barbara Andersen and seconded by Mr. Tom Moser to approve the easement request as submitted by Puget Sound Energy, as it related to providing electrical service to the McIntyre Hall Performing Arts & Conference Center.

MOTION PASSED UNANIMOUSLY

5. Resolution 03-06 – Head Start

Board approval was sought on two items: policy council guidance and self-assessment planning for the Head Start program.

It was moved by Mr. Mel Takehara and seconded by Mr. Tom Moser to approve Head Start Resolution 03-06.

MOTION PASSED UNANIMOUSLY

VII. COLLEGE REPORTS

1. ASSVC – Charese Hinshaw

Nothing to report.

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2. SVCFT – Trish Barnes

Nothing to report.

3. WPEA – Carolyn Batchelor

WPEA has started preliminary discussions for the Head Start contract. Carolyn has invited Jess del Bosque to their Chapter meeting to help explain the role of the Board and to improve communication between classified staff and Board Members. Barbara Andersen will accompany Mr. del Bosque to the Chapter meeting. Carolyn will provide the dates and time, and at the next Board Meeting will bring detail-specific issues that classified staff may have with Board operations so that the Board may address their concerns. Finally, there will be a retreat in Anacortes where committee members will be working on the master contract.

4. Administrative Services – Bruce Klewer

The Annual Report for next year is in progress.

5. Educational Services – Susan Tinker

A Director of Distance Education has been hired and the Distance Education Department has moved across from Admissions. New classes have been added and the fall program is already full. We are seeing growth in the summer construction program, and BTC joint program at the refineries. A grant application has been submitted for expanding the healthcare and nursing programs.

6. Student Services – Linda Woiwod

First there is a general decline in the international program, though summer enrollments are higher than expected. Home stays and language partners will be added for all international students to promote a more fulfilling “American” cultural experience. Second, the “Job Club” WDEA partners are looking for jobs for everyone. Third, Student Services is trying to move new students to faculty advisors to promote advising and access to instructors. Fourth, the Judicial Issues Conference addresses ways to deal with helping faculty with discipline in the classroom.

7. Foundation – Mel Takehara

The Whidbey Island Golf Tournament yielded \$40,000 in earnings.

8. PFD Report – Jess del Bosque

Nothing to report.

9. TACTC – Barbara Andersen

Nothing to report.

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10. President – Gary Tollefson

Dr. Tollefson shared several letters of thanks and recognition to Skagit Valley College for various efforts and outreaches. Dr. Tollefson also shared that Marijo Olson has resigned from her position as Vice President of Business and Community Development.

11. Board of Trustees – Jess del Bosque

Everyone is invited to contribute ideas as to how to manage Cardinal Cove. Dr. Tollefson will contact those and/or other people to promote participation in this process.

VIII. NEXT REGULAR MEETING:

Tuesday, August 26, 2003, 9:00 am – La Conner Seafood & Prime Rib
614 First Street
La Conner, WA 98257

IX. EXECUTIVE SESSION

1. Personnel

No personnel items were presented.

X. ADJOURNMENT

There being no further business, this meeting was adjourned at 6:30 p.m.

Jess del Bosque, Chair

Gary Tollefson, President
Executive Secretary to the Board
Leslie Croot, Information Research Analyst