

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
MONDAY, MARCH 10, 2003
4:00 p.m. – Oak Hall Room 223
1900 SE Pioneer Way
Oak Harbor, WA 98277

BOARD MEMBERS IN ATTENDANCE:

Mrs. Elizabeth Hancock, Chair
Dr. Barbara Andersen
Mr. Jess del Bosque
Mr. Mel Takehara
Mr. George Smith, Interim President & Executive Secretary to the Board

ADMINISTRATIVE SUPPORT:

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

I. CALL TO ORDER:

The Chair, Mrs. Elizabeth Hancock, called the meeting to order at 4:00 p.m.

II. DECLARATION OF A QUORUM:

The Chair recognized that a quorum of Board members were present. Mr. Tom Moser was absent from the meeting.

III. FLAG SALUTE

IV. CONSENT AGENDA:

Mr. Smith introduced community conversation participants, Ms. Priscilla Heistad and Ms. Barbara Bockman from the Greater Oak Harbor Chamber Commerce.

1. Special Meeting Board Minutes – February 10, 13, 18, 19, 20, 21, 23, 24, 25 and 26

The consent agenda item was approved as presented.

2. Regular Meeting Board Minutes – February 10, 2003

The consent agenda item was approved as presented.

V. COMMUNITY CONVERSATION:

Ms. Heistad thanked the Board for the opportunity to participate in the dialogue.

Ms. Heistad reported that the Greater Oak Harbor Chamber of Commerce's focus for the year is on tourism and they have recently launched a new advertising campaign.

Ms. Heistad thanked Dr. Mick Donahue, Vice President Whidbey Island Campus, for his active role in the chamber. She reported that Ms. Sharon Hall, a Whidbey faculty member, participates each year in the Holland Happening event.

Ms. Barbara Bockman stated that one of the goals of the chamber this year is to focus on education--K-12 through higher education. She said that they would be looking to the college for collaboration on this goal.

The Chair asked if there were other areas where the college could assist the chamber. Ms. Heistad said that she appreciates the open door policy with the college and the flow of communication and hopes that will continue.

The Chair thanked Ms. Heistad and Ms. Bockman for taking the time to participate in the meeting.

VI. INFORMATION ITEMS:

1. Public Comment

There was no request for public comment.

2. Correspondence

Mr. Smith distributed a copy of a letter from Senator Don Carlson, Chair of the Higher Education Committee, stating that Trustee, Mr. Jess del Bosque, has been confirmed for re-appointment as a Trustee for Skagit Valley College.

3. Presidential Search

Mr. del Bosque stated that Dr. Gary Tollefson has been selected as the next president. He will be on campus in the near future.

4. McIntyre Hall Update

Mr. Jim Anderson of the Skagit Regional Public Facilities District stated that the groundbreaking ceremony for McIntyre Hall will take place on March 25. He reported that the fundraising has been going well under the leadership of co-chairs, Ms. Joan Penney and Dr. Jim Ford. Mr. Anderson thanked the college for the approved agreements and stated his appreciation for the work of Mr. George Smith and Mr. Bruce Klewer. He stated that the partnership will be a tremendous resource not only to Skagit County but also for Island and Whatcom counties.

Mr. Marc Estvold stated that LMN Architects are the designers of the project and Skanska (formerly Baugh) Construction is the general contractor. He said that the selection of the contractor was based on qualifications and low bid. Mr. Estvold said that the project is on budget and on schedule and he expects the bond sales to begin sometime this month. He acknowledged the fundraising efforts of Ms. Penney and Dr. Ford.

The Chair stated that on behalf of the Board of Trustees she is looking forward to the construction phase of this exciting project. The Chair thanked Mr. Estvold and Mr. Anderson for their updates.

5. Services and Activities Fee

Mr. Alan Muia, Director of Student Life, reported that the Services and Activities (S&A) Fee Budget Committee met in February to decide upon their recommendation to the Board of Trustees on the amount of the 2003-04 S & A fee. The fee is currently \$6.20 per credit for one to ten credits and \$0.59 per credit for 11-18 credits. The committee approved the recommendation to keep the amount charged to students at the same level. Mr. Muia stated that the committee plans to bring this item for action at the April Board meeting. Discussion followed.

The Chair thanked Mr. Muia for the information.

VII. ACTION ITEM:

1. Science Lab Fee

Ms. Tinker reviewed the proposal to implement a science lab fee, beginning fall 2003, of \$20 per student, per lab course, per quarter.

Dr. Brad Smith, Department Chair of Physical Sciences, stated that costs have steadily increased over the years. He gave an example of slides that cost \$50 per unit and the increasing costs of dealing with hazardous waste.

Dr. Mick Donahue stated that replacing lab equipment uses up most of the science program budget and he would like to be able to spend more of the budget on improving the quality of education for students. He stated there is a need to expand in the sciences and that requires additional revenue. Discussion followed.

Mr. Ray Acocella, ASSVC President, distributed a letter to the Board requesting to phase in the fee. Dr. Andersen asked Mr. Acocella what an acceptable fee would be. Mr. Acocella stated a \$10 fee per student, per class would be acceptable. Further discussion followed.

It was moved by Mr. Mel Takehara and seconded by Mr. Jess del Bosque to implement a science lab fee of \$20 per student, per lab course, per quarter, effective fall 2003.

Dr. Barbara Andersen, abstained; Mr. Jess del Bosque, yea; Mrs. Elizabeth Hancock, yea; Mr. Mel Takehara, yea.

MOTION PASSED.

VIII. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss public personnel performance issues. They would adjourn for approximately 15 minutes.

**CONVENED INTO EXECUTIVE SESSION AT 4:50 P.M.
RECONVENED INTO OPEN SESSION AT 5:05 P.M.**

IX. ACTION ITEM:

1. Tenure

It was moved by Dr. Barbara Andersen and seconded by Mr. Mel Takehara to grant tenure to Ms. Gail Bruce, Ms. Doris Dunn, Mr. Don Fotheringham, Ms. Carol Funk, Mr. Bob Graham, Ms. Jeanette Hemming, Ms. Leslie Lukasik, Ms. Margret Mills, Ms. Val Mullen, Mr. Ben Munsey and Ms. Kristie Spinnie.

MOTION PASSED UNANIMOUSLY.

X. COLLEGE REPORTS:

1. ASSVC

Mr. Acocella reported that the Services & Activities Fee budget process is underway and the local boards are holding hearings.

Mr. Acocella stated that he recently participated in a one-day internship with Senator Kastama of the 25th Legislative District.

Mr. Acocella reported that the women's basketball team won two and lost two in the recent NWAAC tournament.

The Chair thanked Mr. Acocella for the report.

2. SVCFT

Ms. Barnes congratulated the five Whidbey Island Campus faculty members that were granted tenure.

Ms. Barnes stated that she believes the responses by faculty to the presidential search experience of the past weeks reflect the strengths of college faculty in general and of SVC faculty in particular.

Ms. Barnes stated that faculty have important work to do during the remaining quarter of the 2002-2003 academic year—revising the contract, revisiting general education, assessing programs and preparing to welcome a new college president. She said that faculty are committed to the process as well as the product of learning; they are committed to collegial conversations that lead to well considered decisions. Ms. Barnes invited the Board to continue to participate in the faculty's collegial conversations.

The Chair thanked Ms. Barnes for the report.

3. WPEA

Ms. Carolyn Batchelor reported that HeadStart and ECEAP had now formed a separate bargaining unit. She stated that classified staff employees were hopeful for a cost of living adjustment and were watching bills on early retirement incentives and healthcare costs. Ms. Batchelor said that WPEA members are looking forward to working with Dr. Tollefson.

The Chair thanked Ms. Batchelor for the report.

4. 2002-03 Operating Budget

Mr. Bruce Klewer, Vice President of Administrative Services, distributed a status report through February 28 on the 2002-03 operating budget.

The Chair thanked Mr. Klewer for the report.

5. Foundation

Mr. Takehara reported that \$216,000 in cash and non-cash gifts had been received since January 1 and that the majority of the funds are restricted to new and on-going scholarships. He stated that the newest scholarship is the Sharon Cole Scholarship, which is aimed at helping second-year students enrolled in the Displaced Homemaker program. Ms. Cole is a current Foundation Board member and her donation to this new scholarship fund was accompanied with a generous donation to the McIntyre Hall capital campaign.

Mr. Takehara reported that the Wilbur/Ivey Scholarship recently reached its targeted \$20,000 endowment level. He stated that a Foundation written grant for Boeing scholarships was successful and that \$1500 will be added to the monies designed to help students working towards degrees in engineering or information technology.

Mr. Takehara stated that the 2003 annual campaign goal was set at \$600,000. He reported that the Foundation will focus on raising additional operating funds with two new fund raisers scheduled for April.

The Chair thanked Mr. Takehara for the report.

6. TACTC

Dr. Andersen reported that all members of the Board recently attended the state trustee's association legislative conference in Olympia. She reviewed highlights of the two day meeting. Dr. Andersen reported that the trustees of Skagit Valley College along with the president and trustees from Bellingham Technical and Whatcom Community Colleges hosted the annual legislative dinner during the conference.

The Chair thanked Dr. Andersen for the report.

7. President

Mr. Smith distributed a copy of a letter he recently sent to 10th, 39th and 40th district legislators regarding support for the worker-retraining fund. He distributed a copy of the February issue of Skagit Valley Agriculture that features an advertisement for Skagit Valley College.

Mr. Smith reported that the new web site will go live on March 11. He announced that a Construction Trades program, with a focus on dislocated workers, will be offered during spring and summer quarters. Mr. Smith stated that the college has received tremendous support from apprenticeship trades and general construction builders.

Mr. Smith reported that Skagit Valley College has recently entered into an articulation agreement with Charter Oak State College. This is a three plus one program.

Charter Oak will accept 135 credits from SVC, and the student will complete the final 30 semester credits with Charter Learning, the local arm of the Charter Oak State College. Students will receive a bachelor's degree in management/leadership.

Mr. Smith asked the Board if they would like to schedule a budget study session in April. Following discussion it was decided to schedule the study session for April 9, 4:00-7:00 p.m.

The Chair thanked Mr. Smith for the report.

8. Board of Trustees

The Chair reminded everyone that the Art Walk would begin at 6:00 p.m.

XI. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss personnel. They would adjourn for approximately 30 minutes.

**CONVENED INTO EXECUTIVE SESSION AT 5:40 P.M.
RECONVENED INTO OPEN SESSION AT 6:30 P.M.**

No action was taken during Executive Session.

NEXT MEETING:

Monday, April 14, 2003, 5:00 p.m. – Board Room, Mount Vernon Campus

XI. ADJOURNMENT:

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

Elizabeth Hancock, Chair

George Smith, Interim President
Executive Secretary to the Board
Lisa Radeleff, Secretary to the President