MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, DECEMBER 11, 2007
4:30 p.m. – Czarna Collins Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:
Ms. Margaret Rojas, Chair
Mr. Tom Moser, Vice Chair
Ms. Debra Lisser
Mr. Don Piercy
Mr. John Stephens
Dr. Gary Tollefson, President and Executive Secretary to the Board

ADMINISTRATIVE SUPPORT:
Dr. Maureen Pettit, Director of Institutional Research

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 present.

V. CONSENT AGENDA:

1. Board Meeting Minutes – November 13, 2007

The consent agenda item was approved as presented.

VI. ACTION ITEM:

1. Recommendation of Negotiated Agreement Between SVCFT and the Board of Trustees for 2007-08, 2008-09, and 2009-10

Sue Williamson provided background information on the negotiated agreement.

It was moved by Tom Moser and seconded by John Stephens to approve the Negotiated Agreement between SVCFT and the Board of Trustees for 2007-08, 2008-09, and 2009-10 as presented.

Don Piercy asked for clarification between divisions and departments. Lisa Wochos stated she had reviewed the document and confirmed that it is a legal, enforceable agreement.

MOTION PASSED UNANIMOUSLY.

Ted Maloney, on behalf of SVCFT, thanked the Board for passing the agreement, and acknowledged the good work of the SVCFT negotiating team and the college's negotiating team, particularly Sue Williamson's leadership, and the collaborative nature of the process.

Ted Maloney signed the contract on behalf of SVCFT. Chair Margaret Rojas thanked everyone for a successful and collaborative process.

VII. COLLEGE REPORTS:

1. ASSVC – Chris Palmer reported that many things are going very well, including the acquisition of atomic clocks. He noted that construction activities are creating some difficulties for students and asked that the college emphasize signage and safety through this construction period.

Dr. Tollefson responded that it is unusual to do construction in a facility and continue operations, in our case, keeping the cafeteria operating. He agreed that this situation creates hardships. Code inspectors have constantly been on site and have stated that we meet code requirements. He acknowledged the muddy middle of the campus, and said that is supposed to be resolved in the next few weeks with the pouring of a sidewalk to the north of the cafeteria. Dr. Tollefson asked Chris to contact his office immediately if he saw any situation that presented a safety hazard for students.

2. SVCFT – Ted Maloney reiterated his thanks for all the work that went into the negotiated agreement. The SVCFT co-presidents have had several meetings with the President and with the Executive Vice President; the meetings provide good opportunities to talk about issues. Ted stated that he attended the legislative brunch on December 5. He provided information on the Faculty and College Excellence Act (FACE) objectives, which are: 1) protect rights of part-time faculty; 2) increase the number of full-time faculty as a percent of total faculty.

Ted noted that the tenure review process is underway, and that the process is an important one that involves faculty, administrators and students.

Ted reported that a farewell reception was held for Skip Pass on December 6. Skip retired at the end of fall quarter.

2. WPEA

No Report

4. Administrative Services – Tom Harker presented the current budget report. Revenue: Tuition amount above last year by about 4.5%. Local funds shown on our reports are now primarily from Running Start because International tuition revenue is reported in the non-resident student category. We should be over forecast by about $140,000 for Running Start by the end of the year. Expenditures are on track.

Fund Balance – the $350,000 authorized for use in this year's operating budget has not been used and will not be until the end of the year, and then, only if needed.

Tom Moser asked why International tuition is now reported in state funds. Tom Harker and Dr. Tollefson explained that the State Board now allows colleges to count International enrollments toward state FTE targets following an attorney general evaluation of the laws regarding how those students are counted. Now that SVC's international students are not designated as contract funds, we report that revenue in the same fund category as other non-resident tuition.

The Board questioned the increased size of the budget beyond what they approved. Allocations from the State Board are adjusted on a regular basis—we are on allocation #7. That is the seventh adjustment since the beginning of the fiscal year (July 1, 2007) and these additional allocations are reported to the Board in the monthly budget reports.

The capital project request for Whidbey Island Campus was delivered to the State Board last week. Requests will be reviewed and prioritized later this month. If our request is prioritized high enough, it will be included in the capital budget request made to the 2009 Legislature.

The State auditors began their regular audit of the college yesterday.

5. Instruction & Student Services

Dr. Harriet Custer noted that the college received an additional allocation of $18,000 for WorkFirst. The college served a total of 94 students last year; we have already served 75 this year. She also described a Faculty Advising Pilot, a collaborative effort across units to increase student retention. The goal is to create new structure and more support for faculty advising.

Early College in the High School for Native Peoples – Dr. Maryrose Eannace described this initiative funded by the Gates Foundation and others. SVC partners with La Conner High School and the Swinomish tribe, sending faculty to work with faculty in the high schools to develop curriculum with the goal of enabling students to get credit for college courses, including English, Art, and

Math. Another part of the project is teaching Lushootseed. Yet another aspect is a Media/Ethnic Studies intergenerational Learning Community where participants are creating a web-based genealogy project. A brochure describing the program was distributed.

6. Whidbey Island Campus

No Report

7. President

The Secretary of Education for Jalisco, Mexico and a delegation of educators visited the Mount Vernon Campus on November 29. The delegation's visit occurred as a result of Dr. Tollefson's July visit to Jalisco with Governor Gregoire's economic development delegation and a follow-up visit by Skagit faculty members Laura Cailloux, Ted O'Connell and Jose Sanchez. An agreement was signed with the Jalisco Secretary of Education regarding potential partnerships in supplying TESL training for their English instructors and development of a marine technology program. The agreement will provide for faculty and/or student cultural exchanges and study abroad experiences for our students. Neta Cahill and Vicki Talbot are in Mexico this week teaching English teachers.

The legislative brunch held on December 5 yielded good discussions about funding for Running Start. Dr. Tollefson stated that we will continue to provide information to our legislators; and he thanked those who attended the brunch.

The annual holiday party was held on December 6—it was a great event and well attended.

Dr. Maureen Pettitt distributed the CCSSE annual report and noted that two successful learning strategies at Skagit Valley College are included in the report.

8. Board of Trustees

Don Piercy noted that the newly constituted group for Smart Investment will be meeting tomorrow to develop goals and five-year action plan.

The Chair thanked the college staff for the Jalisco visit and the legislative brunch.

Debra Lisser invited the Trustees to the Foundation Board holiday party at McIntyre Hall immediately following the meeting.

VIII. PUBLIC COMMENT:

No requests were submitted.

IX. NEXT MEETING:

Tuesday, January 8, 2008, 4:30 p.m., Mount Vernon Campus – Czarna Collins Room

X. ADJOURNMENT:

There being no further business this meeting was adjourned at 5:40 p.m.

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| Margaret Rojas, Chair | Gary Tollefson, President<br>Executive Secretary to the Board<br>Maureen Pettitt, Acting Secretary to the President |