

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
MONDAY, SEPTEMBER 8, 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
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, 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- July 14, 2003
2. Special Meeting Board Minutes – August 26, 2003

The consent agenda items were approved as presented.

V. INFORMATION ITEMS

1. Public Comment – Jess del Bosque

The Chair recognized Mr. Josef Kunzler. Mr. Kunzler distributed a copy of a letter that he sent to Governor Locke identifying concerns he has regarding Skagit Valley College.

VI. ACTION ITEMS

1. Revision to Board Ends Policy, E-3

Dr. Tollefson stated that at the August 26 Board work session there was discussion with Cabinet regarding formulating a closer alignment of the

Boards' Ends Policies and the Strategic Plan. The proposed revision to Board Ends Policy, E-3, Purpose, is a result of that discussion.

It was moved by Dr. Barbara Andersen to accept the revised Board Ends Policy, E-3, Purpose, as presented. Dr. Andersen then read the proposed changes to the policy. Mr. Tom Moser seconded the motion.

MOTION PASSED UNANIMOUSLY

2. Change of Board of Trustees Regular Meeting Day and Time

Dr. Tollefson stated that at the August 26, 2003, Board work session the Trustees discussed changing the regular meeting day to the second Tuesday of each month. This change would bring the Board meeting dates in agreement with the WAC. The Board also discussed changing the start time of regular Board meetings to 4:30 p.m.

Dr. Tollefson stated that he had spoken with Mrs. Elizabeth Hancock, who was absent from the meeting, and she was in agreement with the change.

It was moved by Dr. Barbara Andersen and seconded by Mr. Tom Moser to establish the regular Board of Trustees' meeting day to the second Tuesday of the month, with a meeting time of 4:30 p.m.

MOTION PASSED UNANIMOUSLY.

VII. COLLEGE REPORTS

1. ASSVC – Charese Hinshaw

Ms. Hinshaw distributed copies of the 2003-04 Student Planner. She stated that student government members recently attended a leadership retreat and that they are anxious to begin the new academic year.

2. SVCFT – Trish Barnes

Ms. Barnes reported that the contract year for faculty begins on September 11. She stated that SVCFT will be hosting a welcome brunch on Thursday for new faculty and an ice cream social on Monday immediately following the emeriti faculty lunch for all faculty, staff, and administrators and she invited the Trustees to attend.

Ms. Barnes stated that on Wednesday of this week, 35 department chairs will be participating in an assessment workshop led by Dr. Maureen Pettitt and Mr. Mike Witmer.

Ms. Barnes reported that during the fall, one of the SVCFT priorities will be the negotiation of the new contract.

Ms. Barnes stated that there are a number of new SVCFT officers and executive committee members:

Co-Vice Presidents: Val Mullen and Vicki Talbott

Co-Secretaries: Linda Smith and Nancy Anderson

Treasurer: Paul Frazey

Ms. Barnes reported that returning executive committee members include Sally Connor, Linda Hendrick, Zoe Grimshaw, Greta Kocol, Lynne Fouquette, and David Muga.

3. WPEA – Carolyn Batchelor

Ms. Batchelor reported that classified staff worked the 4/10 schedule this summer, and that some staff really enjoyed the schedule while it was more difficult for others. She stated that the bargaining unit process for Head Start/ECEAP is underway.

Ms. Batchelor reported that she recently attended an information session on the Civil Service Reform Act and that there will be numerous changes to the current structure. She said that WPEA is scheduled to meet on Friday, October 17 and that Mr. del Bosque and Dr. Andersen will be at the meeting along with Dr. Tollefson.

Mr. Moser stated that at the July Board meeting Ms. Batchelor made a statement that some members of classified staff commented that the Board was working outside of its jurisdiction, which he feels is a serious allegation. Mr. Moser said that Ms. Batchelor was going to follow-up on the statement and report back at the September meeting. Ms. Batchelor stated that she has not yet talked to the person who made the statement but she will contact them about the comment.

4. Administrative Services – Bruce Klewer

Mr. Klewer reported that he will provide a first quarter operating budget update at the October Board meeting.

5. Educational Services – Susan Tinker

Ms. Tinker reported that the Automotive Program was notified today that they were awarded national first place by the NATEF. She stated that the awards ceremony will be held in Orlando, Florida in December.

Ms. Tinker also reported that the Library recently was awarded a \$30,000 Library Services and Technology Act grant to expand online Virtual Reference Services to include five local high schools, Grays Harbor College and Aberdeen High School. Virtual Reference Services will provide interactive librarian assistance to students on-line in a chat mode. In addition, librarians can deliver documents to students electronically and help them to identify appropriate information on-line. The service will be available during the hours the libraries are open.

Ms. Tinker announced that a five-year grant totaling \$12 million has been awarded by the National Science Foundation which will launch the North Cascades and Olympic Science Partnership, with the goal of advancing the teaching and learning of science throughout Northwest Washington

Skagit Valley College is a participant in the North Cascades and Olympic Science Partnership, which consists of a total of 14 school districts in Whatcom and Skagit counties and 12 on the Olympic Peninsula; five higher education institutions; the Northwest and Olympic Educational Service Districts; and Washington State Leadership and Assistance for Science Education Reform.

On a local level, Skagit Valley College will support the partnership by actively recruiting and supporting future science teachers from regional high schools and currently enrolled SVC science students, especially hoping to attract students from groups that are under-represented in science today.

6. Student Services – Linda Woiwod

Ms. Woiwod reported that the Student Services area is getting ready for school to begin. She stated that during the summer smoking areas were moved and positive feedback has been received on the new designated areas.

Ms. Woiwod stated that sporting event schedules and dates that impact students' success have been added to the student planner. She reported that new student orientation, for both day and evening classes, is scheduled for September 19.

A question was raised on the University of Washington not accepting community college students. Ms. Woiwod stated that the best path for students interested in continuing at the University of Washington is to obtain an AAUCT degree. She said that the first priority will be given to direct transfer students.

Dr. Tollefson stated that he and Dr. Donahue listened to a discussion earlier that day at the State Board work session regarding what will be done when more people want admission than the four-year colleges have resources to admit. He said that the University of Washington will take about the same number as in the past but more are seeking admission. Dr. Tollefson stated that students will need to plan well and apply early to be accepted.

7. President – Gary Tollefson

Dr. Tollefson reported that he presented at the Oak Harbor Rotary meeting on August 15 and he will be presenting at the Mount Vernon Chamber of Commerce meeting on September 24. He stated that last week he and Ms. Michele Koci participated in two grant presentations in Olympia. Both grants are part of collaborative efforts. The first presentation is for a high demand-training grant in the healthcare area with Whatcom Community and Bellingham Technical colleges. The second presentation was for a Center for Excellence grant for instrumentation and process control technology. This grant is being applied for with the refineries and

Bellingham Technical College. Dr. Tollefson stated that they received excellent comments from the panel and that Ms. Koci did an outstanding job. He said that a year ago the regional economic plan was developed and that of all the presenters only Skagit Valley, Whatcom Community, and Bellingham Technical colleges presented as an economic region. Dr. Tollefson stated that he believes that was impressive and important to the panel.

8. Whidbey Island Campus – Mick Donahue

Dr. Donahue distributed an economic indicators newsletter that is distributed by the City of Oak Harbor and the Greater Oak Harbor Chamber of Commerce. He stated that instructor Mr. Les Stanwood works with his class on providing the statistics. Dr. Donahue reported that the newsletter mentions the new building, Oak Hall, and provides information on retail sales, housing, population and employers. He stated that Skagit Valley College is listed as the seventh largest employer for Island County.

Dr. Donahue stated that he attended a forum regarding military base closures/alignments. He stated that Representative Barbara Bailey of Island County is a member of the base closures/alignments task force. Dr. Donahue reported that closures or alignments of military bases could come in 2005 or 2008. He stated that the Pentagon will be hiring a firm to develop criteria for evaluating base closure or alignment status.

Dr. Donahue stated that he wanted the Board to be aware that the Sno-Isle Library would like to relocate a regional library and has established a task force to locate possible sites. He said the task force is ready to present their site findings to the City of Oak Harbor—the land will be donated, however, the facility will need to be funded. Dr. Donahue stated that if the library moves there would need to be negotiation as to the space they are vacating in Hayes Hall.

9. Foundation

No report.

10. PFD Report

No report.

11. TACTC

No report.

12. Board of Trustees

No report.

Minutes of the Regular Meeting

September 8, 2003

6

VIII. NEXT REGULAR MEETING:

Tuesday, October 14, 2003, 4:30 p.m. – Mount Vernon Campus, Board Room

IX. EXECUTIVE SESSION

1. Personnel

No personnel items were presented.

X. ADJOURNMENT

There being no further business, this meeting was adjourned at 5:45 p.m.

Jess del Bosque, Chair

Gary Tollefson, President
Executive Secretary to the Board
Lisa Radeleff, Secretary to the President