MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, OCTOBER 14, 2008
4:30 p.m. – Multipurpose Room
2405 E. College Way
Mount Vernon, WA  98273

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

ADMINISTRATIVE SUPPORT:
Lisa Radeleff, Executive Secretary to the President

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:
Dr. Harriet Custer introduced Zhang Wen, BFSU exchange instructor.

V. CONSENT AGENDA:
The consent agenda was approved as presented.

VI. INFORMATION ITEMS
1. Presentation of TACTC Special Service Award – Anita Ordóñez

Debra Lisser presented the TACTC Special Service Award and a bouquet of flowers to Anita Ordóñez; recognizing Anita’s nomination for the TACTC Outstanding Equity Award this past spring. The award recognizes Anita for the
Champions of Diversity event and her outstanding service as an advocate for equity in access to higher education.

2. McIntyre Hall Update

Nida provided a review of fiscal year 2008 and said that it was the first year of implementation of the changes and improvements developed in fiscal year 2007, which included:

- Financial stability and sustainability;
- Fundraising/Development;
- Facility improvements;
- Facility usage/rentals;
- Facility and event promotion;
- SVC and community collaborations;
- McIntyre Hall Presents series.

Accomplishments for the year included:

- Collaborated with student activities, theater and music departments and various other SVC departments:
  - Provided campus technical support;
  - Hosted numerous SVC meetings, receptions, lectures, and performances;
  - Facilitated education and cultural enrichment through diverse programming;
  - Presented a workshop for students with a visiting artist;
  - Scheduled two performances as part of International Week: Battlefield Band – Scotland and Golden Dragon Acrobats – China;
- Implemented and expanded marketing plan;
- Presented the first McIntyre Hall Presents series of internationally recognized artists;
- Increased fundraising efforts;
- Increased the operating reserve created in fiscal year 2007.

Due to the construction that was scheduled for next spring, events had not been booked for the three months that the building would be out of service; however, since the construction project has been delayed events are now being scheduled during that time period. Nida stated she is making good progress on making up those dates. Because of the planned construction a budget shortfall of $40,000 is projected for this year. If that occurs, reserves will need to be tapped.

Currently 222 bookings are confirmed for this year; last year there were 230 bookings for the entire fiscal year; 73 events are already scheduled for 2010.
Nida reported that Gilbert Rodriguez has been hired as the new chef. Gilbert is a graduate of SVC and has been a part time faculty member in the culinary program. Rave reviews are coming in for his work.

The Chair asked about the fiscal year 2009 budget and the amount noted for the SPAC auction, $10,000. Nida responded that it is an estimate and a “soft” number. The Chair also asked about concession revenue, $45,000 and if that number was based on information from when it was part of the college budget. Nida responded that both revenue and expense projections were based on when culinary service for McIntyre was part of the college.

There is no planned support from the PFD this year, however, Nida is hopeful that the change of culinary will make a positive increase for McIntyre and lead to a decrease in college support.

Dr. Tollefson stated that without the PFD moving forward on construction, his sense is they continue to be interested in helping the operating side of McIntyre to be successful. The PFD continues to be open and ready to contribute to operating side should it be needed.

VII. PROGRAM PROFILE - Literacy

The literacy report will be presented at a future meeting.

VIII. COLLEGE REPORTS

1. ASSVC

Alan Muia introduced 2008-09 ASSVC President, Bria Anderson. He reported that Bria is very energetic and a great presence for students and that it has been a pleasure to work with her. Alan said he is looking forward to great achievements this year.

Bria reported that student government recently participated in a district-wide training event. She stated that this year ASSVC plans to increase student involvement in government and leadership. Bria said that voting is currently going on and there has been a good turnout.

Bria stated that she is excited about the year ahead and is spending a lot of time with government duties. She said that three students will participate in the upcoming legislative academy.

2. SVCFT

Dan Nelson reported that the new year is going very well. Neta Cahill said SVCFT has held two meetings, and looks forward to getting negotiations underway.
3. WPEA

No report.

4. Administrative Services

The Chair welcomed Mary Alice Grobins.

Mary Alice distributed and reviewed the budget report through September 30, 2008. She reported that there are approximately 300 more FTE than at this time last year, which should help with increased revenues but at this point too early to confirm.

Mary Alice stated that the “Other” category looks different on this budget report, because in spring the Board approved a General Fee which covers graduation, diploma, etc. This fee is now coming in earlier because it is paid quarterly so it looks like an increase.

Mary Alice distributed and reviewed a handout on the state of Washington fiscal year 2009 and 2009-2011 fiscal outlook and challenges. She highlighted the items below:

**Fiscal Year 2009:**

- In August, 2008, the governor announced that state agencies would be required to reduce spending by $90 million. The two-year colleges’ share of the reduction is $15.9 million. The college’s share was calculated based upon our total state appropriation, including the portion spent on instruction;
- In response to the September revenue forecast, the Governor announced further plans to reduce agency budgets in fiscal year 2009 by an additional $330 million. Most of this reduction was taken against targeted state programs, but $45.6 million was taken as an across-the-board reduction among state agencies. The two-year colleges’ share of the $45.6 million totals $2 million, which was calculated by excluding instruction;
- Skagit Valley College’s total reduction from both of these cuts is $475,000;
- These budget reductions may change based upon future quarterly state revenue projections;
- The Governor will reflect her proposed reductions in her fiscal year 2009 Supplemental Budget Proposal, which will be made public in mid-December.
2009-2011 Biennium:

- The September revenue forecast projects a shortfall of $3.2 billion in state revenues for the next biennium. If the state’s Raindy Day Fund is used to mitigate, then the shortfall is $2.5 billion;
- Key assumptions in that forecast are that revenues will grow by 5% and that expenditures will increase by 16%;
- It is clear that fiscal year 2009 budget reductions will need to represent permanent savings, because further reductions will be required in 2009-2011.

Mary Alice provided information on what has happened to the two-year colleges during past budget cut years. She stated that our enrollment should continue to increase as the unemployment rate increases; colleges around the state are also experiencing increases in enrollment. Tuition rates may increase to offset state funding reductions. Enrollments are expected to increase, with actual enrollments higher than funded. Funding for actual enrollments may decrease. Salary increases: in the past, have sometime been suspended.

Mary Alice said that fund balances may be looked at, she said there is concern that OFM and legislative staff could look at fund balance as an area to take funding. She stated that the total of the state’s colleges’ entire fund balances add up to about $250 million; it is possible they could take that money.

Dr. Tollefson said he felt it was important for the trustees to hear this information. He said that he and Mary Alice have some ideas that will help the college and that the State Board is also working on a strong defense against any raids on local funds.

Mary Alice said that capital will probably be pulled back; it is difficult to sell bonds when rates are high. Dr. Tollefson stated that he feels our next construction project, Lewis Hall replacement, has an excellent chance, no matter what scenario occurs, of continuing through the design process.

5. Instruction & Student Services

Dr. Harriet Custer reported that fall enrollment is up district-wide; tenth day reporting shows that enrollment is up over nine percent compared to last fall.

Harriet stated that last spring she reported to the Board on developmental learning communities and how the results were phenomenal—even students that did not pass progressed and re-enrolled. Developmental learning communities are overenrolled for this quarter.
Harriet reported that attendance at new student orientation was up by 30%. International enrollments are up; 245 students, from 24 countries, are currently enrolled.

Harriet stated that Champions of Diversity held their fund raising initiative and have raised $4500.

6. Whidbey Island Campus

Dr. Mick Donahue presented enrollment information for the Whidbey Island Campus, and the South Whidbey and San Juan centers. He stated that the major focus for the last three years has been on enrollment.

Mick distributed a copy of an article from the October 8 edition of the Anacortes American, entitled: “Skill center design changing, but work is still on schedule.” He said that last week he attended five meetings with the architect, the director of the Northwest Career and Technical Academy (NCTA), and faculty from Oak Harbor and Anacortes to develop the curriculum needed for the center and attempting to get it done amid budget constraints.

Mick said that building the NCTA’s Marine Technology Center is complicated; however, they now have in writing from the Port of Anacortes what their priority is—parking. The Port has a need for parking during the summer, whale watching tours, etc. The Port hopes to use that north end of the Marine Technology Center site for paved parking.

Mick reported that another partner now involved is the Northwest ESD 189; they will allow overflow parking during the summer. The Port will be moving all recreational (non-commercial fishing boats) to that area, which will have a big impact on parking. The Port also has need for a 120 capacity meeting room. Mick said that an agreement has been reached that will allow that use, but the priority use will be for classroom delivery—for both high schools and the college.

Mick said that it is his understanding that the facilities and grounds of the Marine Technology Center will be maintained by Anacortes School District; the college will not have that responsibility. He reported that the ESD will provide all Information Technology support for the facility.

Mick reported that the City of Anacortes is reviewing the comprehensive plan for the Port before it will become final. He said that at the last five meetings they have worked to reshape, redesign, and scale down the facility to something that everyone feels will work. The revised design will be presented to the NCTA Board on October 15. If the NCTA Board approves the plan on the 15th, the permit process will begin in November.

Mick said that he believes the Anacortes project will bring more to the community than just as a skills center. He said that if the NCTA Board approves the design, they will come to the SVC Board of Trustees to request $1 million toward this
project so they can meet the needs of the programs. Mick stated that the current SVC marine tech building is 12,600 square feet and the new facility is 13,200 square feet.

Dr. Tollefson said that last year the college’s current marine tech facility was appraised at $1 million. He said it is possible to consider selling that property to put toward this project. Within the next two weeks Bryan Young, project manager, will present the SVC Board with information on how they got to this point, what design will look like and the cost to make the facility whole.

Debra Lisser asked for a financial breakdown of the facility before the presentation.

7. President

Dr. Tollefson invited the trustees and others to the PUD/PSE forum on October 15. The forum is co-sponsored by SVC, the Skagit Valley Herald and EDASC and will be held at McIntyre Hall. The panel includes faculty member Ted Maloney who has been preparing on the issues in order to develop penetrating questions that will help illuminate the issues.

Dr. Tollefson provided a PowerPoint presentation that displayed elevations and schematics of the Northwest Career and Technical Academy.

Accreditation Update: Dr. Maureen Pettitt reported that the accreditation visit will take place April 6-8, 2009. The team will consist of ten accreditors and person from the commission.

Dr. Tollefson said that on Monday April 6, there will be a breakfast meeting with the accreditors, staff, faculty, and administrators; he encouraged the trustees to attend. There will be a couple of scheduled interviews with individual Board members; but most likely not with the entire Board. The exit conference is scheduled for April 8, and all are welcome to attend.

Maureen reported that the self-study is running about 200 to 220 pages, and matches each of the nine accreditation standards. She hopes to have it posted on the web within the next couple of weeks. It will be available on the public website and there will be a link to submit comments. The self-study will be sent to the printer in January and to the Commission in February. Currently work is also being done on putting together the exhibits.

Dr. Tollefson encouraged the trustees to look at the SVC website. James Walters has completed the revision of the site and it went live earlier today.

Dr. Tollefson reported that at the November 4 Board meeting, the trustees will be taken on a tour of the new Angst Hall - Science & Allied Health. He said that he went on a tour last week and that it will be a fabulous building.
8. Board of Trustees

The Chair reported that last week he attended the exit meeting for the Office of Civil Rights visit. He said that the College received a lot of praise but there are also some items that need work.

Debra Lisser reported that the TACTC legislative meeting is scheduled for November 14 and requested that it be set up at SVC with invitations to Bellingham Technical and Whatcom Community Colleges.

IX. PUBLIC COMMENT:

The Chair recognized Mr. Josef Kunzler. Mr. Kunzler stated his concern regarding TACTC’s expenditures for conferences and events. He also stated that he is very angry about the location of the recent legislative meeting co-hosted by Skagit Valley College, Bellingham Technical College, and Whatcom Community College. Mr. Kunzler also requested audio recording of SVC Board of Trustees’ meetings.

X. NEXT MEETING:

Tuesday, November 4, 2008, 4:30 p.m., Mount Vernon Campus – Multipurpose Room

XI. ADJOURNMENT:

There being no further business this meeting was adjourned at 6:12 p.m.

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Tom Moser, Chair                      Gary Tollefson, President
Executive Secretary to the Board   Lisa Radeleff, Secretary to the President