

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, JANUARY 13, 2004
4:30 p.m. – Board Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Mr. Jess del Bosque, Chair
Mr. Tom Moser
Mrs. Elizabeth Hancock
Mrs. Debra Lisser
Mr. Mel Takehara
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 4:30 p.m.

II. DECLARATION OF A QUORUM:

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

III. FLAG SALUTE:

IV. INTRODUCTION OF GUESTS:

There were no guests present for introduction.

V. CONSENT AGENDA:

1. Regular Meeting Board Minutes – December 9, 2003

The consent agenda item was approved as presented.

VI. RECOGNITION OF RECENTLY TENURED FACULTY:

Ms. Susan Tinker, Vice President – Educational Services, introduced Dr. Paul Frazey a chemistry instructor at the Mount Vernon Campus. Dr. Frazey was awarded tenure at the December 2003 Board of Trustees meeting. Ms. Tinker

stated that Dr. Frazey has brought new energy to the chemistry program by his dedication to recruiting students and collaboration with other departments.

Dr. Frazey stated that he is happy to a member of the faculty at Skagit Valley College and appreciates the support of the college.

The Chair and Dr. Tollefson congratulated Dr. Frazey on achieving tenure.

VII. RECOGNITION OF DR. BARBARA ANDERSEN

The Chair introduced Dr. Barbara Andersen, former trustee. Dr. Andersen introduced her family members that were present. The Chair read Resolution 03-07 that was adopted by the Board at the December 2003 meeting. The resolution recognizes and acknowledges Dr. Andersen for her years of service and dedication as a trustee.

Mrs. Hancock stated that it was a wonderful opportunity to work with Dr. Andersen on Board policies and to witness Dr. Andersen's dedication to the college. She stated that Dr. Andersen dedicated numerous hours to the college, regularly attended TACTC conferences and meetings and was in frequent contact with legislators at both the state and national levels. Mrs. Hancock reported that Dr. Andersen represented Skagit Valley College very well. Mr. Moser stated that Dr. Andersen set a high-water mark for dedication. He stated that Dr. Andersen is very politically insightful, gracious and loyal. The Chair stated that he respected Dr. Andersen for her insightful questions and comments and her dedication to her role as trustee. Mr. Takehara stated that Dr. Andersen was a joy to work with. Mrs. Lisser stated that she has heard of Dr. Andersen's commitment to the college through community members. Ms. Trish Barnes, President of SVCFT, stated that on behalf of SVCFT she wished to express appreciation for Dr. Andersen's dedication to Skagit Valley College.

The Chair presented Dr. Andersen with a framed copy of the resolution and Dr. Tollefson presented a gift on behalf of the college.

Dr. Andersen thanked the Board and Dr. Tollefson for the resolution and gift and stated that she enjoyed her experience as a Trustee.

The Chair announced that there would be a five-minute break to enjoy a celebratory cake in honor of both Dr. Frazey and Dr. Andersen

At 4:50 p.m. the meeting adjourned for a five-minute break and reconvened into open session at 4:55 p.m.

VIII. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss the negotiated agreement. They would adjourn for approximately 15 minutes.

**CONVENED INTO EXECUTIVE SESSION AT 4:55 P.M.
RECONVENED INTO OPEN SESSION AT 5:40 P.M.**

No action was taken during Executive Session.

IX. ACTION ITEMS

1. Recommendation of Negotiated Agreement with SVCFT, for the 2003-06 Academic Years

It was moved by Mr. Tom Moser to approve the recommended Negotiated Agreement with SVCFT, for the 2003-06 Academic Years as presented. Mrs. Elizabeth Hancock seconded the motion and stated that she has heard some concerns regarding Sections 2 and 3 of Article II and that she is concerned as well, however, the Board of Trustees respects the recommendation to approve the agreement.

MOTION PASSED UNANIMOUSLY.

The Chair and Ms. Barnes signed the agreement.

2. Change of February 2004 Meeting Date

Dr. Tollefson stated that since he, Mr. Moser and Mrs. Lisser will be in Washington, DC at the ACCT Legislative Conference on February 10, 2004, the date of the regular February Board meeting, he would like to propose changing the date of the Board meeting to February 17, 2004, 4:30 p.m.

It was moved by Mr. Tom Moser and seconded by Mr. Takehara to change the date of the regularly scheduled February Board meeting to February 17, 2004, 4:30 p.m. at the Mount Vernon Campus.

MOTION PASSED UNANIMOUSLY.

X. MONITORING REPORT

1. Diversity

Dr. Maureen Pettit, Director of Institutional Research, provided the Board with copies of the diversity monitoring report.

Dr. Pettitt reported that the Board of Trustees approved Ends Policy E-6, Institutional Diversity, in July 2002. Following that approval the Interim President, building on the work of the Students of Color Task Force, created a Diversity Steering Committee to develop and implement a strategic plan for institutional diversity. She stated that at the January 2003 Board of Trustees meeting, a monitoring report relating progress made on the five goal statements in Ends Policy E-6 and Strategic Goal 1 was presented. Dr. Pettitt stated that the current monitoring report is an update to provide the Board with current data and information. Discussion followed Dr. Pettitt's presentation.

The Chair thanked Dr. Pettitt for the report.

XI. COLLEGE REPORTS

1. SVCFT

Ms. Barnes thanked the Trustees for approving the negotiated agreement. She thanked Dr. Tollefson and all members of the management negotiating team for their time and effort.

Ms. Barnes reported that 42 people voted for accepting the negotiated agreement and 6 voted against. She stated that there was very solid support for the agreement

Ms. Barnes reported that SVCFT is currently working on legislative issues and that faculty will be in Olympia on January 19.

The Chair thanked Ms. Barnes for the report.

2. WPEA

Ms. Carolyn Batchelor reported that a meeting regarding the bargaining unit for Head Start will be held on January 15. She reported that she and Ms. Sue Williamson, Executive Director – Human Resources have begun work on a telecommuting policy.

Ms. Batchelor stated that the Collective Bargaining Support Committee met on December 13 and their next meeting is scheduled for January 24. She reported that

negotiations for the Collective Bargaining Agreement begin on July 1 and that some job classifications are now posted for review.

Ms. Batchelor reported that fair treatment for employees and healthcare cost increases, without salary increases, continue to be important issues with classified employees and asked the Trustees to please remember that in their discussions with legislators.

3. Administrative Services

No report.

4. Educational Services

Ms. Tinker reported that the Virtual Library, a collaboration with Grays Harbor College and local high school libraries, is now up and running. She reported that 2200 students were enrolled in Distance Education classes during fall quarter and of those 1500 students were also taking on ground classes.

Mrs. Hancock stated that she had a lesson in the Virtual Library before the Board meeting and she believes it is an excellent resource for students.

5. Student Services

Ms. Woiwod, Interim Dean of Student Services, reported that enrollments are holding steady. Dr. Tollefson stated that Skagit Valley College works hard to recruit students, sends good messages and provides good services.

6. Whidbey Island Campus

Dr. Donahue, Vice President – Whidbey Island Campus, distributed a recent newspaper article regarding Governor Locke's pledge for additional funding to aid communities facing potential base closures.

Dr. Donahue reported that Whidbey Island Campus enrollment is up three percent. He credits the increase to the fact that military deployments are down, the improved look of the campus and the number of students returning after fall quarter.

Dr. Donahue reported that he is working with Chapman University on an articulation agreement, which would have SVC offering the lower division courses and then students transfer to Chapman for the upper division courses. He said the agreement will benefit both schools.

Dr. Donahue reported that there will be a community forum in Oak Harbor on January 21 regarding potential sites for a new library. He stated that when the city

leaves the shared library building the college will need to decide whether to lease or buy that part of the facility.

7. President's Report

Dr. Tollefson distributed copies of the current Public Facilities District (PFD) report. He shared a recent letter from the American Red Cross thanking the college for the support provided during the October 2003 flood. Dr. Tollefson thanked Mr. Bruce Klewer, Vice President – Administrative Services, for his work in helping the agencies and community during the flood.

Dr. Tollefson reported that the next meeting of the Hispanic/Latino Advisory Committee will be held on January 20.

Dr. Tollefson reported that the winter TACTC legislative conference will be held in Olympia, February 1-3 and that he and four of the Trustees will be in attendance. He stated that he and Mrs. Lisser will be attending the TACTC new trustee orientation the day before the full conference begins. Dr. Tollefson reported that he, Mrs. Lisser and Mr. Moser will be attending the ACCT Legislative Seminar in Washington, DC, February 8-11.

Dr. Tollefson stated that SVC, as part of our obligation in receiving the MetLife Best Practices Grant, will be hosting focus groups February 11-13.

8. Board of Trustees

Mrs. Hancock stated that she is planning to attend the ACCT June Regional Conference in San Antonio and asked if any of the other Trustees were interested in attending. Mr. Takehara said it might be possible for him to attend.

XII. NEXT MEETING

Tuesday, February 17, 2004, 4:30 p.m. – Board Room, Mount Vernon Campus

XIII. ADJOURNMENT

There being no further business, this meeting was adjourned at 6:40 p.m.

Jess del Bosque, Chair

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