MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
MONDAY, DECEMBER 9, 2002
5:00 p.m. – Hayes Hall 137
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 5:00 p.m.

II. DECLARATION OF A QUORUM:
The Chair recognized that a quorum of Board members were present.

III. FLAG SALUTE

IV. CONSENT AGENDA:
1. Board Minutes – November 12, 2002
The consent agenda item was approved as presented.

V. COMMUNITY CONVERSATION
Mr. Smith introduced Dr. Rick Schulte, Oak Harbor School Superintendent. Dr. Schulte thanked Mr. Smith and Dr. Donahue for their recent meetings with him.

Dr. Schulte stated that construction has been a main focus of the Oak Harbor School District during this academic year. He presented an update on the technology improvements that have occurred in the district and stated that student interns from
SVC work with the technology staff at Oak Harbor School District. He reported that two of the SVC interns had recently been hired as computer techs.

Dr. Schulte stated that all Instructional Aides are now required to have a two-year college degree or pass an equivalency test. He said that most Instructional Aides do not meet the requirements and will need to achieve the new standard during the next two years. Dr. Schulte also stated that the school district has a need for American Sign Language interpreters.

Discussion followed Dr. Schulte’s presentation.

The Chair and Mr. Smith thanked Dr. Schulte for his presentation.

VI. ACTION ITEMS:

1. Resolution 02-07, McIntyre Hall: Performing Arts and Conference Center

Mr. Smith introduced Ms. Sarah McIntyre Hess, daughter of Jack and Shirley McIntyre. He stated that at the November 12, 2002 Board of Trustees meeting the Board approved the name of McIntyre Hall: Performing Arts and Conference Center as the permanent name of the performing arts center. Mr. Smith stated that at tonight’s meeting the Board will approve and present the official resolution naming McIntyre Hall. He thanked Ms. Hess for the many contributions the McIntyre family has made to the community and Skagit Valley College.

The Chair read Resolution 02-07, McIntyre Hall: Performing Arts and Conference Center.

It was moved by Mr. Mel Takehara and seconded by Dr. Barbara Andersen to approve Resolution 02-07, McIntyre Hall: Performing Arts and Conference Center.

MOTION PASSED UNANIMOUSLY.

Mr. Smith and the Trustees presented a framed copy of the resolution to Ms. Hess. Ms. Hess stated that her family was honored by the naming of the performing arts center and thanked the Board for their support of the project. She stated that she was looking forward to the official groundbreaking in April.

2. 2003-05 Academic Calendar

It was moved by Dr. Barbara Andersen and seconded by Mr. Jess del Bosque to approve the 2003-05 Academic Calendar as presented.

MOTION PASSED UNANIMOUSLY.
The Chair stated that Ms. Trish Barnes, SVCFT President, requested moving up the faculty report on the agenda.

VII. COLLEGE REPORTS:

1. SVCFT

Ms. Barnes stated that on behalf of the faculty she would like to express deep appreciation to the McIntyre family for their gift that will help making the performing arts center a reality.

Ms. Barnes presented system wide faculty salary information. She stated that faculty have been working since last January on a proposal for the current faculty negotiations and that SVCFT is frustrated with the lack of progress. Discussion followed.

The Chair thanked Ms. Barnes for her report.

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 10 minutes.

CONVENED INTO EXECUTIVE SESSION AT 5:40 P.M.
RECONVENED INTO OPEN SESSION AT 5:47 P.M.

No action was taken during Executive Session.

IX. ACTION ITEM:

1. Tenure

It was moved by Dr. Barbara Andersen and seconded by Mr. Jess del Bosque to accept the recommendation of the Tenure Review Committee for the Board of Trustees to approve the granting of tenure to Mr. Jason Lind.

MOTION PASSED UNANIMOUSLY.

X. MONITORING REPORT

1. Distance Education Plan

Mr. Smith stated that the Five-Year Distance Education Plan was completed in Spring 2002 to support the Distance Education vision to encourage and support ongoing
innovation in teaching and learning through innovative delivery systems, innovation in the classroom, and the best of traditional teaching. He reported that this plan, including goals and timelines, is being implemented under the oversight of a Distance Education Plan Steering Committee. Mr. Smith stated that Steering Committee members are each responsible for specific goals and objectives set forth in the plan. He said that a web-based system is being utilized for quarterly reporting of progress in implementing the plan.

Mr. Smith then introduced Ms. Susan Tinker, Vice President – Educational Services, to present the report on the Distance Education Plan.

Ms. Tinker presented and distributed information on the outcomes of the established goals for the Distance Education Plan. Discussion followed Ms. Tinker’s report.

The Chair stated that she liked the report—the format is in the direction the Board is headed, however, they would like to have graphs added to the report.

Dr. Andersen said she liked the tables, but would like separate tables with separate information. She stated she would like to see the impact Whidbey has made in Distance Education and would like to know the fiscal impact.

The Chair thanked Ms. Tinker for the report.

Mr. Smith thanked Ms. Tinker, Dr. Pettitt and Dr. Veljkov for their work on the report.

XI. INFORMATION ITEMS:

1. Public Comment

No requests were submitted.

2. Correspondence

Mr. Smith distributed copies of a chapter Ms. Linda Woiwod, Interim Dean of Student Services, wrote on Learning Into Action for the publication “New Directions for Community Colleges.” He noted that the references to the article included Ms. Emi Fredlund, Counselor, and the General Education Committee.

3. Presidential Search

Mr. del Bosque stated that the Presidential Search Advisory Committee is currently in the process of reviewing all applications.
XII. COLLEGE REPORTS:

1. ASSVC

Mr. Ray Acocella, President of ASSVC, reported that student government is putting together its winter schedule of events. He stated that ASSVC will help fund the fitness equipment for the Whidbey Island Campus.

Mr. Acocella reported that the Mount Vernon Campus student parking fee will be implemented winter quarter. He said that he has only received one complaint regarding the fee.

The Chair thanked Mr. Acocella for his report.

2. WPEA

Ms. Carolyn Batchelor reported on behalf of Mr. Geoff MacCombe. Ms. Batchelor stated that WPEA along with SVCFT co-sponsored holiday parties on both the Whidbey Island and Mount Vernon campuses. Ms. Batchelor thanked Dr. Andersen for attending the Whidbey party.

Ms. Batchelor reported that the Personnel System Reform Act will go into effect in 2005 and that the State Department of Personnel is currently conducting comprehensive reviews of all classified job positions.

Ms. Batchelor reported that WPEA has begun work on establishing a separate bargaining unit for Head Start employees.

The Chair thanked Ms. Batchelor for her report.

3. 2002-03 Operating Budget Update

Mr. Bruce Klewer, Vice President – Administrative Services, asked Ms. Marilyn Hektner, Controller, to distribute information on final budget numbers for October and a preliminary budget report for November. Mr. Klewer stated that he should be able to give a report on the first half of the fiscal year at the January Board meeting.

Following discussion, the Chair asked that at the January meeting a report be given on total expenditures and total revenue to-date.
4. Foundation

Mr. Mel Takehara gave an update on the Foundation, which included:

- The Foundation Board of Governors will meet on December 12, 4:00 p.m. at Crosswinds Restaurant;
- The Memorandum of Understanding (MOU), which details the working partnership between SVC, the Foundation and the Public Facilities District (PFD), has been approved. The PFD working on behalf of the McIntyre family would give the SVC Foundation up to $125,000 for the Hodson Hall campaign with the understanding that the Hodson campaign would end. In return, SVC and the Foundation will work solely on the McIntyre Hall capital campaign until its completion;
- The Foundation advertisements, three different 30-second commercials, are now being shown on the Mount Vernon television station and timed to work in coordination with the annual Foundation fundraising campaign. The professionally filmed and edited informational video has also been completed and is available to Foundation Board members to show at their social/business clubs and gatherings;
- The new Foundation website is up and running;
- The Foundation has nearly completed their $600,000 annual campaign goal.

The Chair thanked Mr. Takehara for his update.

5. PFD Report

Mr. del Bosque stated that $850,000 is currently pledged towards the $3 million fund raising goal. He stated that the booking policy document is as complete as needed for bonding purposes and is under review of user groups as well as SVC administrative staff.

The Chair thanked Mr. del Bosque for his report.

6. TACTC

Dr. Andersen presented information from the TACTC Legislative/Board of Directors meeting that she and the Chair recently attended. She stated that there was talk of a three to seven percent budget cut and a ten percent tuition increase. Dr. Andersen stated that health care was also a major issue discussed.

Dr. Andersen distributed copies of two recent articles from the Everett Herald regarding Everett Community College’s plan to build an Education Center for Health Professions that would more than double the numbers of students studying health care within ten years.
Following discussion, the Chair stated that she would like to set a date for a Board visioning session before the budget process begins.

The Chair thanked Dr. Andersen for her report.

7. President

Mr. Smith briefly reviewed the following items during his report:

- On November 18 he met with Dr. Rick Jones, Burlington-Edison School Superintendent;
- The Legislative Action Committee held their second meeting on November 19;
- On November 19 he presented to the noon Mount Vernon Rotary group;
- On November 20 he met with Mr. Tim Bruce, La Conner School Superintendent;
- On November 25 he attended the Mount Vernon Kiwanis meeting with Mr. Tom Moser;
- On December 2 he met with Dr. Rick Schulte, Oak Harbor School Superintendent;
- On December 3 the President’s Office hosted a faculty/staff holiday open house on the Mount Vernon Campus, which Mr. del Bosque and Mr. Takehara attended;
- The Whidbey Island Campus faculty/staff holiday part was held on December 6, Dr. Barbara Andersen attended the event.

Mr. Smith distributed and reviewed the Legislative Priorities 2003-05 information sheet that will be presented at the December 16 Legislative Luncheon/Roundtable meeting. He distributed the December CIS Connection Newsletter, which states that the Re-hosting Project has been approved.

Mr. Smith distributed information on the Collective Bargaining Under the Personnel System Reform Act. He stated that this information was presented at the December WACTC President's meeting.

Mr. Smith distributed the recent issue of the Skagit Valley College International Alumni Newsletter.

8. Board of Trustees

The Chair stated that the recently proposed Evans/Gardner initiative allocates $1.7 billion for higher education in new capital funds over the next ten years—$77 million of that allocation will be for community and technical colleges.

The Chair stated that she and Dr. Andersen feel the college needs to position itself for new projects—primarily with an emphasis on technology and health care.
Following discussion, it was decided that the Board will meet on January 6, 2003, 1:00 p.m. for a visioning work study session and if necessary will also meet at 1:00 p.m. on January 13, prior to the regular Board meeting.

XIII. NEXT MEETING:

Monday, January 6, 2003, 1:00 p.m. – Board Room, Mount Vernon Campus

XIV. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss negotiation issues. They would adjourn for approximately one hour.

CONVENED INTO EXECUTIVE SESSION AT 7:35 P.M.
RECONVENED INTO OPEN SESSION AT 9:00 P.M.

XV. ADJOURNMENT:

There being no further business, and no action taken during Executive Session, this meeting was adjourned at 9:00 p.m.

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