

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
TUESDAY, FEBRUARY 17, 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:

Ms. Arden Ainley, Interim Director of Public Information, introduced Mr. Bob Vaux and Mr. Dennis Lind from the Skagit County Parks and Recreation Department.

V. CONSENT AGENDA:

1. Regular Meeting Board Minutes – January 13, 2004

The consent agenda item was approved as presented.

2. Special Meeting Board Minutes – February 2, 2004

The consent agenda item was approved as presented.

VI. RECOGNITION OF AUTOMOTIVE PROGRAM

Ms. Susan Tinker, Vice President – Educational Services, briefly reviewed the history of the Automotive Program, one of the oldest programs at the college. She introduced Mr. Ron Wood, instructor and Mr. Scott Hall, instructor and department chair.

Mr. Hall thanked the Board for acknowledging the Automotive Program's recent award by the Automotive Industry Planning Council as the number one automotive educational program in the United States. He reported that the annual competition recognizes programs in three distinct categories and that SVC earned the top honors in the general automotive programs category. Mr. Hall stated that representatives from the National Automotive Technician's Education Foundation made a visit to SVC where they conducted a three-day comprehensive program evaluation. He reported that the team reviewed documentation detailing all aspects of the program including the overall curriculum, student competency, program equipment, instructor leadership, and job placement rates, as well as observed the students at work in the shop during class hours.

Mr. Hall thanked Ms. Tinker, and Ms. Michele Koci, Dean of Professional/Technical Programs, for their support and guidance. He introduced instructor Ron Wood, who gave a brief review of his background with the program. Mr. Hall recognized Ms. Tee Davis and Ms. Valerie Thompson for their support and assistance in preparing documents for the competition. He stated that Mr. Larry Hanson and Mr. John Johnson are two part-time instructors in the program who are instrumental to the success of the Automotive Program.

Mr. Hall introduced Mr. Rich Wycoff, Chair of the Automotive Program Advisory Committee and Parts Manager for Skagit Ford/Subaru, and thanked him for his support of the program. He then introduced two second year students in the program, Mr. David Kelso and Mr. Ryan Jenks.

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

VII. INFORMATION ITEMS

1. Public Comment

Mr. Josef Kunzler stated his concern regarding the Board's December 2003 approval of Resolution 03-07, Recognition of Dr. Barbara Andersen. He also

stated his concern about the closure of the Skagit Valley Children's Center. Mr. Kunzler then distributed copies of his comments to the Trustees.

2. Cardinal Cove

Mr. Moser reported that on September 10, 2003 he, Dr. Tollefson, college staff members, the Skagit County Commissioners, Mr. Bob Vaux and Mr. Dennis Lind from Skagit County Parks and Recreation met at Cardinal Cove. They reviewed the facilities at Cardinal Cove and discussed a possible partnership with the county, or possibly the county's interest in purchasing the property. Mr. Moser stated that it is clear the property is currently under-utilized.

Mr. Vaux thanked Mr. Moser for reviewing the background information regarding Cardinal Cove. He stated that the county currently enjoys several partnerships with SVC and that those partnerships have been beneficial and work well for both partners.

Mr. Vaux stated that the members of the advisory committee for the Skagit County Parks and Recreation Department were scheduled to tour Cardinal Cove on October 22, 2003; unfortunately, this was the day after the flooding. He stated that since that time the Parks Department staff have been working on the flood damage that occurred at numerous county parks and have not been able to schedule a tour of the Cardinal Cove facility.

Mr. Vaux stated that a part of the county's six-year comprehensive plan includes increasing public access to water since there is currently not much public access available. He stated that his job has been to serve as an agent between the Skagit County Commissioners and Skagit Valley College regarding Cardinal Cove.

Mr. Moser stated that he believes the students feel that the property is under-utilized and would like to either sell the property or have it removed from their books. Ms. Charese Hinshaw, ASSVC President, stated that selling Cardinal Cove is still a controversial issue, however, it is under-utilized and the students would like to use the money for other issues. Mr. Moser stated that the Trustees need to have options regarding the property before they make a decision. Mr. Vaux stated that he hopes to have more information available soon regarding the county's interest in the property. He said that Cardinal Cove is a wonderful facility and a great opportunity but that he does not see the funding for it in the 2004 budget.

Dr. Tollefson suggested that the Board hold a work session, inviting students to participate, regarding Cardinal Cove. Following discussion it was decided

to hold the work session on March 9, 2004, 4:00 p.m., prior to the regularly scheduled Board meeting. Mr. Moser invited Mr. Vaux and Mr. Lind to attend.

The Chair and Dr. Tollefson thanked Mr. Vaux and Mr. Lind for attending the meeting.

3. MetLife Foundation Grant Visit

Dr. Maureen Pettitt, Director of Institutional Research, reported that as part of SVC being named a recipient of the MetLife Foundation Best-Practice College Awards for 2003-04, two representatives from the MetLife Foundation visited the college February 11-13 to conduct focus groups with day and night students and students who had dropped enrollment. She stated that they met with Dr. Tollefson and on the final day of their visit a breakfast was held for them to meet with faculty, staff, students and administrators.

Dr. Tollefson stated that all of the meetings and focus groups were videotaped and the video will be presented when the award is given in May at the National Institute for Staff & Organizational Development conference in Texas. He said that the representatives reported that what stood out in all of the focus groups, was that the students said how focused faculty and staff are on learning and that the college provides a challenging learning environment.

VIII. COLLEGE REPORTS

1. ASSVC

Ms. Hinshaw introduced Ms. Tiffany Green, Chair of the Whidbey Island Campus Board. Ms. Green reported that the nine members of the Whidbey Island Campus student government meet as a group on a weekly basis and with the Mount Vernon representatives on a monthly basis. She stated that the representatives are concerned with student issues and they have recently conducted a student needs survey. Ms. Green reported that the three top issues for students are job resources, parking, and forming a student peer advisory board.

Ms. Green reported that the students have been involved with the landscaping of the Whidbey Island Campus, and they are conducting a program awareness campaign by mailing 2000 postcards with information on tutoring and the service and activities process.

2. SVCFT

Mr. Mike Witmer, Behavioral Science Instructor, reported that SHB 2546, Research & Development Tax Exemption, is a bill that gives tax exemptions

to a number of corporations and has a cost to tax payers of \$70 million. He stated that the legislature appears willing to invest in business in hopes of bringing about economic recovery. Mr. Witmer asked that the Trustees encourage our local legislators to invest in higher education.

Mr. Witmer reported that higher education has two specific legislative budget requests. The first is for the addition of at least \$13.5 million to the supplemental budget for pay and equity issues. The second request is that cost of living adjustments, mandated by the voters in Initiative 732, be reinstated. He asked the Trustees for help in contacting local legislators as well as members of the fiscal committees in both the House and Senate to urge their support for higher education in Washington State.

3. WPEA

Ms. Carolyn Batchelor reported that lobby day for WPEA will be held on February 20. She stated that Head Start and ECEAP bargaining unit negotiations are still in process and they hope to finish the negotiations by the end of the school year.

Ms. Batchelor reported that the Collective Bargaining Support Committee has wrapped up their meetings and is now waiting to hear from the Governor's office. She stated that the next labor/management meeting is scheduled for February 25 and that labor has asked for the criteria for exempting positions. Ms. Batchelor stated that the summer work schedule of a 4/10 work week is a hardship for some classified employees and they are interested as to what other work schedule options are available.

4. Administrative Services

Mr. Bruce Klewer, Vice President Administrative Services distributed the January budget report and a preliminary look at the 2004-05 budget. He reported that there may be additional money, \$143,000, for growth enrollment along with a possible budget reduction of \$101,000—this would leave \$42,000 additional dollars. Mr. Klewer stated that these numbers are from the Governor's proposed budget plan. He reported that SVC's budget process will begin immediately following the February 24 Board planning session.

Dr. Tollefson stated that last year the biennial budget received a hefty first year cut, however, the proposed second year cut is expected not to be as severe. He stated that SVC's proposed share of new FTEs is set at 40 and the approximate funding for each of those FTEs is \$3,600. Mrs. Hancock asked if the additional FTEs would be restricted to high demand programs.

Dr. Tollefson replied that in general the answer is no, however, there will be a focus on high demand occupational programs.

5. Educational Services

Ms. Tinker reported that the local Kidney Center approached the college regarding the need for hemodialysis technicians. She stated that in response to that need a hemodialysis program has been created under Medical Assistant Training. Ms. Tinker reported that 13 people are currently enrolled in the hemodialysis training.

6. Student Services

Ms. Linda Woiwod, Interim Dean of Student Services, reported that SVC will clearly reach five to seven percent above the State FTE goal. She stated that her area is looking at the potential that as the economy improves it may adversely effect enrollments. Ms. Woiwod stated that building in programs, like hemodialysis, helps to offset dips in enrollment. She reported that they are constantly evaluating growth areas and where support needs to be added.

Ms. Woiwod reported that Distance Education enrollment continues to increase. She stated that students are becoming more adept at taking Distance Education courses and instructors and student services staff are becoming more adept at teaching and supporting those classes. Ms. Woiwod reported that Distance Education enrollment is up by five percent this quarter and that the Whidbey Island Campus Distance Education enrollment is consistently up as well as the on-ground enrollment. She stated that all programs are growing in both the Academic and Professional/Technical areas.

Ms. Woiwod reported that registration for spring quarter will begin on February 18 and that the schedule went out early the week of February 9.

Ms. Woiwod announced that Coach Steve Epperson, Women's Basketball Team, recently achieved his 600th game win and that the team is currently number one in the league.

7. Whidbey Island Campus

Dr. Mick Donahue, Vice President – Whidbey Island Campus, asked the student representatives introduce themselves. He reported that the students have done excellent work in helping landscape the campus. Dr. Donahue introduced Ms. Penny Perka, Student Activities Coordinator, he stated that she works with the students in helping to develop their leadership and

interpersonal skills. He credited Ms. Perka's work over the past six years as strongly contributing to the increased activity level of the Whidbey students.

Dr. Donahue provided an update on the Oak Harbor Library. He stated that the city will be locating the new library in the downtown area. Dr. Donahue reported that the city would like to work with the college to either lease or buy out their part of the building when the new library is built. He stated that it will be approximately two years before a bond for the new library can be put to vote.

8. President's Report

Dr. Tollefson distributed copies of a letter from Ms. Gayle Richards, Puget Sound Blood Center, thanking the college for hosting and supporting a blood drive on January 29.

Dr. Tollefson reported that on March 12 the 2004 All-Washington Academic Team Ceremony is scheduled at South Puget Sound Community College. He stated that this event recognizes the top scholars from Washington community and technical colleges and that it would be wonderful if one or two Trustees would be able to attend. Dr. Tollefson reported that our local legislators have also been invited to attend and Governor Locke will be the speaker at the event.

9. Board of Trustees

Mrs. Lisser reported that she recently had the opportunity to attend the Trustees Association of Community and Technical Colleges (TACTC) conference in Olympia and the Association of Community College Trustees (ACCT) legislative seminar in Washington, DC. She stated that while at ACCT she discovered how well community colleges are perceived. Mrs. Lisser reported that while at ACCT she met with Senator Patty Murray and that during the TACTC conference she was able to meet with several local legislators and attended the new trustee orientation.

Mr. Moser reported that he also attended the ACCT legislative seminar and while there heard Senator Hillary Clinton given an excellent presentation on community colleges. He stated that while at the conference he learned that President Bush's proposed \$150 million for community colleges is not new funding but would be taken from Perkins' money.

Mrs. Hancock reported that Terry Bergeson, Superintendent of Public Instruction, spoke during the TACTC conference regarding the issue of a seamless transition from high school to college especially in mathematics. Mrs. Hancock stated that Senator Don Carlson also spoke regarding

significant tuition increases and limiting over enrollment. Mrs. Hancock reported that Mr. George Scorolla from the League of Education Voters presented on the proposed .01¢ sales tax increase and that most likely it would go to the Initiative process.

IX. NEXT MEETING

Tuesday, February 24, 2004, 1:00 p.m., Planning Session – La Conner Seafood & Prime Rib Restaurant

X. EXECUTIVE SESSION

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss personnel issues. They would adjourn for approximately 30 minutes.

**CONVENED INTO EXECUTIVE SESSION AT 6:15 P.M.
RECONVENED INTO OPEN SESSION AT 7:00 P.M.**

No action was taken during Executive Session.

XI. ADJOURNMENT

There being no further business, this meeting was adjourned at 7:00 p.m.

Jess del Bosque, Chair

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