

MINUTES OF THE BOARD OF TRUSTEES MEETING  
COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE  
TUESDAY, MARCH 15, 2011  
4:30 p.m. – Multipurpose Room  
2405 E. College Way  
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

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

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:

Arden Ainley introduced Lindsay Fiker, community guest.

V. APPROVAL OF MINUTES:

1. Board Meeting Minutes – February 22, 2011

Don Piercy stated that when the Board discussed the purchase of the property located at 1911 N. LaVenture (Resolution 11-01) they talked about paying for the property with earmarked funds from parking revenue. For clarification purposes, he would like the minutes to reflect that the purchase be made with earmarked funds from parking revenue.

It was moved by Don Piercy and seconded by Debra Lisser to approve the February 22, 2011 minutes as amended.

MOTION PASSED UNANIMOUSLY.

VI. INFORMATION ITEMS:

### 1. Foundation Update

Carl Young, Foundation Director, distributed the Foundation's Annual Report for 2010. He highlighted the Earl Settlemyer bequest of \$80,000 that will be used to fund scholarships and go toward the endowment for McIntyre Hall. He also stated that since the report was published, the Foundation's net value in assets has, for the first time, exceeded \$10 million.

Carl stated that last month the Foundation received a \$500,000 bequest from Wade and Fran Schroeder, SVC alumni. The bequest will be used for a scholarship program to support SVC students entering the education profession.

### 2. Washington State Department of Commerce Energy Grant

Mary Alice Grobins, Vice President of Administrative Services, reported that the college is making several energy efficiency upgrades and retrofits at both the Mount Vernon and Whidbey Island campuses this year, thanks to a \$305,000 energy grant through the Washington State Department of Commerce. Ameresco Quantum, a leading national energy efficiency and renewable energy company, was selected by SVC to do the energy audit, design the energy savings program, and to oversee the project.

The grant will help SVC improve the lighting systems at its Mount Vernon Campus, Whidbey Island Campus, and at ECEAP (Early Childhood Education and Assistance Program) in Oak Harbor. In addition to lighting, several water systems will be retrofitted.

The state Treasurer's office finances the costs on behalf of the college and the college defrays the costs with energy savings. Ameresco Quantum guarantees the energy savings.

### 3. Budget Update

Mary Alice Grobins presented a budget briefing that included information on the following:

- Budget reduction planning numbers;
- Summary of SVC budget reduction;
- Timeline;
- Next steps.

The Chair stated his appreciation for Mary Alice's excellent work and communication on budget issues.

## VII. MONITORING REPORT – Institutional Diversity

Dr. Maureen Pettitt, Director of Institutional Research, distributed and reviewed the monitoring report on Institutional Diversity (see attachment). Discussion followed the report.

VIII. ACTION ITEMS:

1. Recommendation of Waiver Changes

Mary Alice reported that at the February Board meeting the Trustees were presented information on three waiver change possibilities. Staff is recommending the suspension of three waivers to assist in offsetting budget reductions.

The three waivers recommended for suspension are:

**High School Completion Waiver: RCW 28B.15.520(1)(a)**

This waiver statute permits colleges to waive all or a portion of tuition and fees for students at least 19 years old who seek to obtain a high school diploma. Last year, SVC provided waivers totaling \$37,000. The high school completion program will still be available but students would pay for the credits. In addition, new legislation provides that students over 21 years of age may receive a high school diploma at no cost if the student has earned an associate's degree.

**Over 18 Credits Waiver for Vocational Students: RCW 28B.15.100(3)**

This waiver allows colleges to waive all or a portion of the additional operating fee charged to students registered for more than 18 credit hours. SVC charges \$12.60 per credit hour over 18, compared to the regular per credit cost of \$51. Last year SVC provided waivers totaling \$52,000.

**Senior Citizen Audit: RCW 28B.15.540**

Colleges may waiver tuition for students 60 years or older. The students pay \$5 per quarter and are enrolled on a space available basis for no more than two classes per quarter. Last year SVC provided \$49,000 in waivers.

Last year the college waived \$138,000 through these waivers and recommends suspending these three waivers effective July 1, 2011.

Staff members have talked with faculty who work with students in the high school completion program and their consensus is to not charge current students, but to begin charging as new students enroll after July 1.

Debra Lisser asked about the number of students impacted by these waivers. Maureen responded that approximately 50 students were enrolled in high school

completion last year, approximately 120 in the over 18 credit hours, and approximately 50 under the senior citizen audit waiver.

It was moved by Debra Lisser and seconded by Tom Moser to approve suspending the High School completion Waiver, the Over 18 Credits Waiver for Vocational Students, and the Senior Citizen Audit Waiver effective July 1, 2011, with the exception of allowing students currently enrolled in the high school completion program to finish at no additional cost.

MOTION PASSED UNANIMOUSLY.

The Chair stated that this is one of the few areas the Board can take action to assist the college with revenue stream, although they are not happy about taking this type of action.

## 2. Recommendation of Tenure

Dr. Mick Donahue, Executive Vice President of Instruction and Student Services, stated that as probationary faculty members complete their eighth quarter of service, Washington State tenure laws require Skagit Valley College Trustees to make a decision regarding award of tenure.

During the past eight quarters, probationary faculty have been evaluated by supervising administrators, faculty peers assigned to tenure review committees, and students.

Barbara Martinez-Griego has completed the necessary eight quarters in the Early Childhood Education Department (MV) and has satisfactorily completed all necessary evaluations.

Lyn O'Neal has completed the necessary eight quarters in the Allied Health Department (MV) and has satisfactorily completed all necessary evaluations.

Though the College is presently dealing with significant budget reductions which will lead to personnel layoffs, Barbara Martinez-Griego and Lyn O'Neal are employed in workforce preparation programs with high enrollments and that require full-time faculty for program accreditation standards, citizen advisory committee coordination, and curriculum maintenance and development. If awarded tenure, both of these faculty would be the sole full-time/tenured faculty in each of these programs. In the judgment of the administrative staff, these workforce programs cannot effectively continue operation if these faculty are denied tenure due to budget reductions.

Don Piercy said that he has reviewed both of their tenure files and believes that we are lucky and honored to have them on our staff.

It was moved by Don Piercy and seconded by Margaret Rojas to award tenure to Barbara Martinez-Griego, Early Childhood Education, and Lyn O'Neal, Allied Health.

MOTION PASSED UNANIMIOUSLY.

3. Recommendation to Deny Tenure Due to Budget Reductions

Dr. Mick Donahue stated that as probationary faculty members complete their eighth quarter of service, Washington State tenure laws require Skagit Valley College Trustees to make a decision regarding award of tenure.

During the last eight quarters, probationary faculty have been evaluated by supervising administrators, faculty peers assigned to tenure review committees, and students.

Mary Iverson has completed the necessary eight quarters in the Art department (MV) and has satisfactorily completed all necessary evaluations.

Cliff Palmer has completed the necessary eight quarters in the Biology department (MV) and has satisfactorily completed all necessary evaluations.

Francisco Tamayo has completed the necessary eight quarters in the English department (MV) and has satisfactorily completed all necessary evaluations.

Lora Winslow has completed the necessary eight quarters in the Speech department (WIC) and has satisfactorily completed all necessary evaluations.

Skagit Valley College is presently dealing with significant budget reductions which will lead to personnel layoffs. Despite the hardship for students that will result from employee reductions, Mary Iverson, Cliff Palmer, Francisco Tamayo, and Lora Winslow presently occupy positions that do not require additional full-time/tenured faculty for program accreditation standards, citizen advisory committee coordination, or other mandatory purposes. In the judgment of the administrative staff, the programs utilizing these faculty can continue effective operation if these faculty are denied tenure due to budget reductions.

The Chair stated that this is among the most difficult actions the Board has been required to take and it is solely due to the budget situation. It is not based on the quality of the work these instructors have brought to the institution.

It was moved by Margaret Rojas and seconded by Debra Lisser to deny tenure to Mary Iverson, Cliff Palmer, Francisco Tamayo, and Lora Winslow due to budget reductions.

MOTION PASSED UNANIMOUSLY.

The Chair stated that those in attendance saw the Board's great reluctance to take this action. Unfortunately it is beyond the control of these instructors, or the Board.

Dr. Tollefson stated that it is a very unhappy day.

## VII. COLLEGE REPORTS:

### 1. ASSVC

Drew Stone reported the following on behalf of ASSVC:

- Finals week is underway;
- Last weekend the Mount Vernon Campus held the “Out of the Darkness Walk,” to raise awareness and prevention of suicide. Well attended event—96 people walked 3.2 miles around campus, \$6,700 was donated;
- Whidbey Island Campus is putting together a team for Relay for Life as is the Mount Vernon Campus chapter of Phi Theta Kappa;
- The San Juan Center will soon hold elections for a student representative; this will be a first for them;
- South Whidbey Center held a scavenger hunt during finals week as a stress reliever; donated items were from area businesses;
- Whidbey Island Campus will hold a comedy night on April 15 at the Oak Harbor Elks Lodge;
- South Whidbey Center will hold their first ever new student orientation on March 26;
- The district Services & Activities Committee has voted to increase fees ten percent, the maximum limit.

### 2. SVCFT

Hilda Halliday, on behalf of SVCFT, expressed support for the difficult decisions administration and the Board of Trustees’ are having to make due to the budget crisis. However, third year probationers have shown themselves to be outstanding instructors. She stated that she has sat on tenure review committees for over 25 years, and the instructors who come to us have only gotten better over the years. These people are amazing. SVCFT is not blaming anyone for this, but if there is anything we can do to find a way, we would like to try to do that. We do recognize that these are horrible times.

Dr. Tollefson said that we enjoy an exceptional relationship with our faculty and these third year probationers are exceptional faculty. Talented people like these instructors are the reason why it is possible for us to be recognized as a quality, national level institution. We will have discussions as to what it is that may be that may be possible.

The Chair stated that this has been the most difficult of part of doing what is necessary to sustain the institution. There is no happiness in this decision.

The Chair recognized Larry Sult, Philosophy and Political Science instructor. Larry stated his concern is that by denying tenure to these four instructors we are not providing for the future of SVC. He said that he would personally like to talk

with some of his colleagues who are considering retirement and see if this may be a good time to retire; to help provide a future for SVC rather than just a past.

### 3. WPEA

No report.

### 4. Instruction & Student Services

Mick reported the following:

- We have been awarded the Achieving the Dream Grant which is focused on student performance and student success. The effort will be led by Dave Paul;
- Finals week this week, faculty are busy with grading and Student Services is busy preparing for next quarter;
- Spring quarter enrollment is a little bit off at this time, although it is still three weeks from the start of the quarter;
- A group of math faculty and counselors are looking at our math placement policy to make sure that we are assessing in the best way and are using the best assessment tool, or should we look at alternatives;
- Moodle transition is going well, commended faculty for making the difficult transition from Blackboard;
- Next will begin testing for the Concrete radio station.

### 5. President

Dr. Tollefson acknowledged Rip Robbin's vision for public radio for our district and to include the upper Skagit area. Rip wrote and received grant to make this possible. It has been a long process to find a location for the radio station, something that Mary Alice helped to bring to a conclusion. Lisa Wochos, Assistant Attorney General, stated that Rip handled some of the last minute challenges with the new station very admirably.

Dr. Tollefson highlighted the following activities:

- He is a member of the event planning for "Remembering 911 – A Ceremony of Remembrance" recognizing the 10<sup>th</sup> anniversary of 9/11. The group met last Friday to discuss the program events which will be held at McIntyre Hall. The events will raise funds for two scholarships: 1) A Rotary scholarship for study in International Studies in Peace and Conflict Resolution; 2) Provide a Skagit Valley College scholarship for the Fire Protection Technology Program. The focus of the remembrance is to honor the past while planting seeds for the future by providing training for people to work on the development of world peace and training for first responders.
- The All Washington Academic Team Ceremony is scheduled for March 24 at South Puget Sound Community College. This is a great opportunity to recognize

our two outstanding students, Jeramy Harstad representing the Mount Vernon Campus and Kathryn Hale representing the Whidbey Island Campus;

The Chair asked if any of our students have been impacted by the earthquake and tsunami in Japan. Carl Young responded that we currently have 30 students from Japan and so far we have not heard that any of our students or their families have been impacted. Counselors have talked with students, expressed sympathy and are available if needed. Neta Cahill reported that we have four former SVC students in Japan and have heard from two of them that they are fine. Another former student is scheduled to go to Japan next week.

6. Board of Trustees/TACTC

Debra Lisser reported that the GISS Institute is scheduled for June 26-28. The institute will be on student achievement and success. GISS will be a launching platform for a national program on student success and is funded through the Gates Foundation.

X. PUBLIC COMMENT:

No requests were submitted.

XI. NEXT REGULAR MEETING:

Tuesday, April 12, 2011, Mount Vernon Campus – Multipurpose Room

XII. EXECUTIVE SESSION:

The Chair stated that the Board would convene into Executive Session to review the performance of public employees. He anticipated that the discussion would take approximately 30 minutes and did not anticipate taking action when returning to open session. He asked Mick Donahue, Mary Alice Grobins, and Sue Williamson to stay for the Executive Session discussion.

**CONVENED INTO EXECUTIVE SESSION AT 5:50 p.m.  
RECONVENED INTO OPEN SESSION AT 7:20 p.m.**

XIII. ADJOURNMENT:

There being no further business and no action taken following Executive Session, this meeting was adjourned at 7:21 p.m.

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John Stephens, Chair

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Gary Tollefson, President  
Executive Secretary to the Board

# Board of Trustees Monitoring Report

## **Institutional Diversity**

### ***Board Ends Policy E-3: Institutional Diversity***

Skagit Valley College is part of a diverse community and is committed to serving diverse student groups including race, ethnicity, religion, age, gender, disability and other special student populations.

Skagit Valley College will utilize the Framework for Diversity Assessment and Planning to measure institutional progress in meeting the following:

1. Encourage diversity in the college's employment process.
2. Make explicit, in our curriculum, our institutional values regarding diversity.
3. Promote a campus environment that is welcoming and respectful to all people.
4. Provide for the special needs of many diverse student groups.

### ***Related Strategic Plan Goals/Objectives:***

- 3.2 – Create and promote educational opportunities for our community, particularly the underserved populations in the district.
- 2.3 – Attract, support, and retain a qualified and diverse workforce.

**March 15<sup>th</sup> 2011**



## Introduction

Monitoring Reports on Institutional Diversity have been presented to the SVC Board of Trustees annually beginning January 2003. This report is an update to provide the Board of Trustees with current data and information.

The college adopted the *Framework for Diversity Assessment and Planning* created by State Board for Community and Technical Colleges several years ago “to provide campuses with a tool they can use to assess their efforts in promoting and supporting the academic achievement of students of color.” In years past, SVC has utilized the *Framework* as the basis for establishing baseline data and future goals and activities related to the college’s diversity agenda.

The Framework includes the following eight topics:

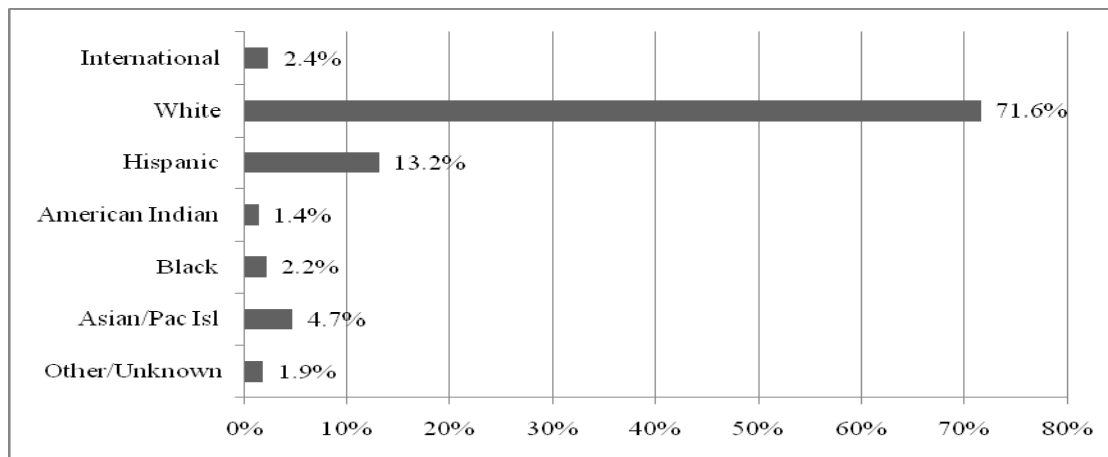
1. Access for Students of Color	5. Instruction & Its Relationship to Students of Color
2. Progression of Students of Color	6. Student Services & Its Relationship to Students of Color
3. Students of Color Goal Attainment & Completion	7. Institutional/Administration Related to Students of Color
4. Hiring and Recruiting Staff, Faculty & Administrators of Color	8. Physical Environment Audit

Several *Framework* topics specific to students are addressed below.

### 1. Access for Students of Color

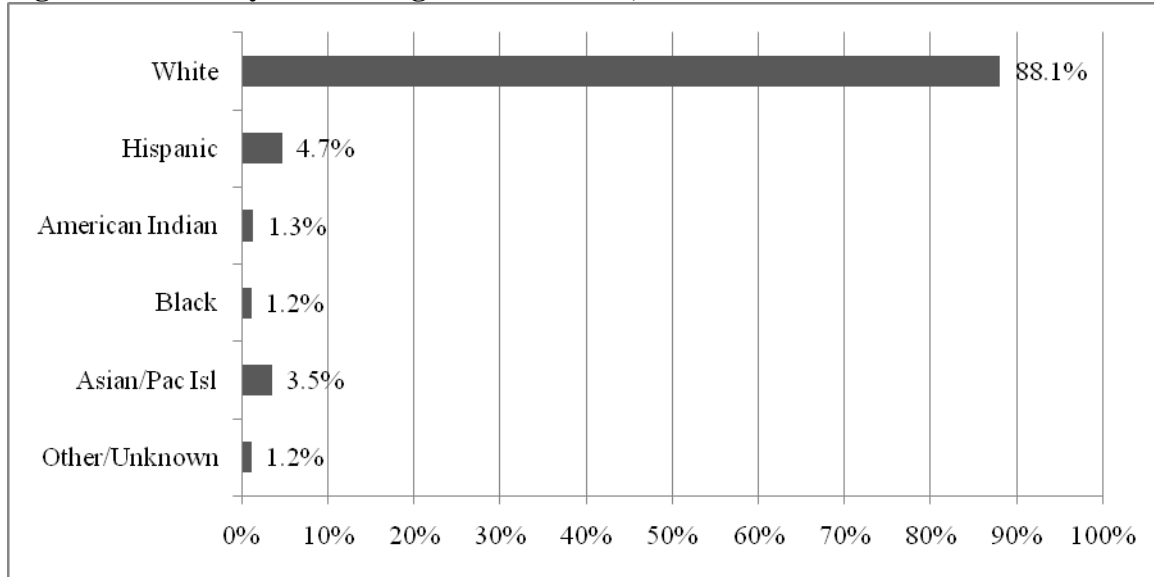
- Of the students enrolled at SVC for credit in fall 2010, approximately 28% were students of color, including 2.4% who were International students. Of the 25% non-International students of color, the majority were Hispanic.

**Figure 1: Ethnicity of SVC Students Enrolled for Credit, Fall 2010**



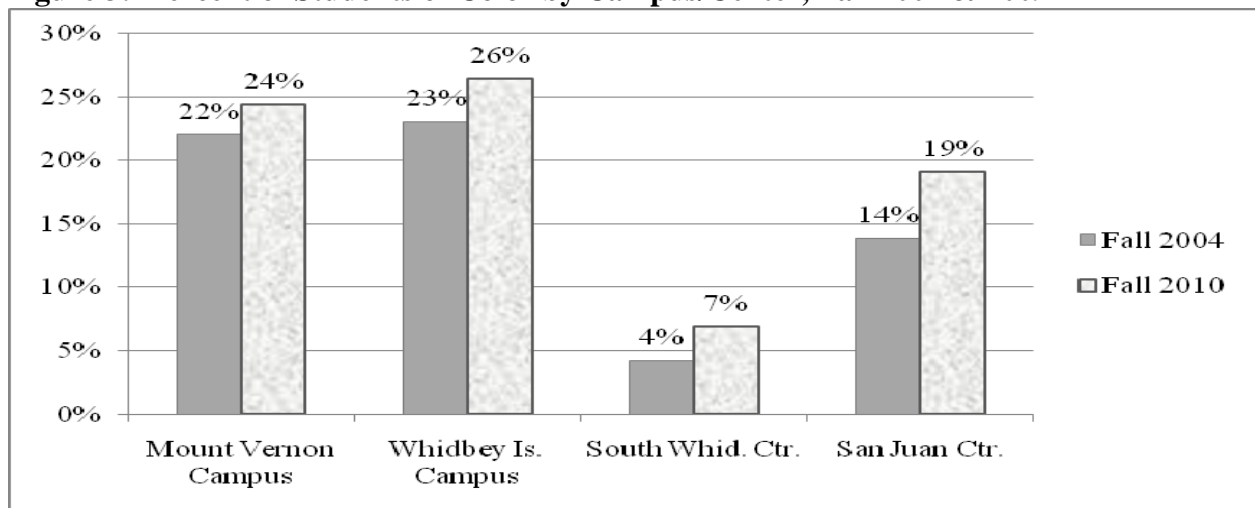
- Students of color in Running Start comprised 11% of all students in that program in fall 2010. The greatest gain was seen in Hispanic students—up from 3.0% of RS students in Fall 2009

**Figure 2: Ethnicity of Running Start Students, Fall 2010**



- Although both the Mount Vernon and Whidbey Island campuses have seen modest increases, the greatest growth in student of color enrollments continues to be at the San Juan Center. However, this represents a small number of students.

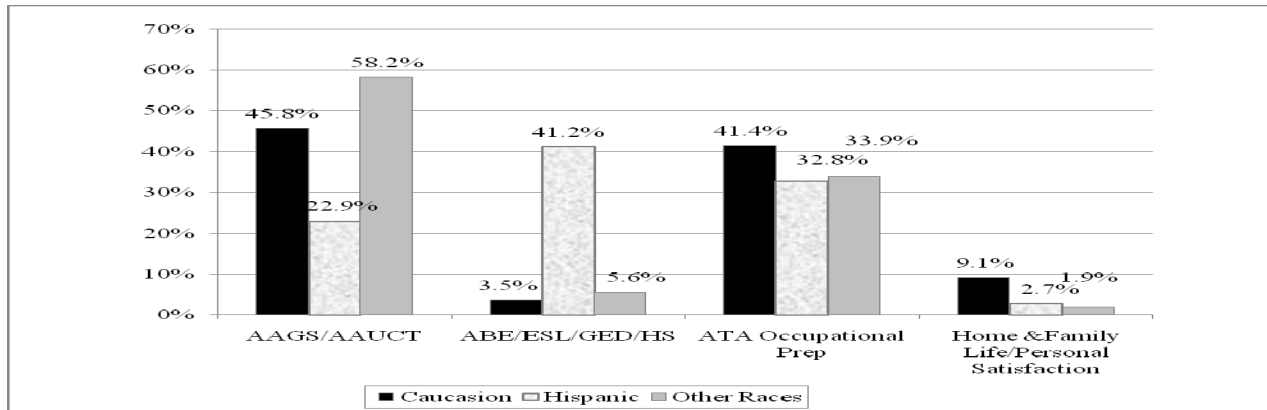
**Figure 3: Percent of Students of Color by Campus/Center, Fall 2004 & 2009**



Note: All students enrolled for credit; SOC includes all ethnic codes except 6 and 7.

- Hispanic students account for 41% of students enrolled in basic skills. However, they also account for nearly a quarter of students enrolled for general studies or transfer, and one-third of student enrolled to obtain an Associate of Technical Arts degree.

**Figure 4: Educational Intent of Students by Ethnicity, Fall 2010**

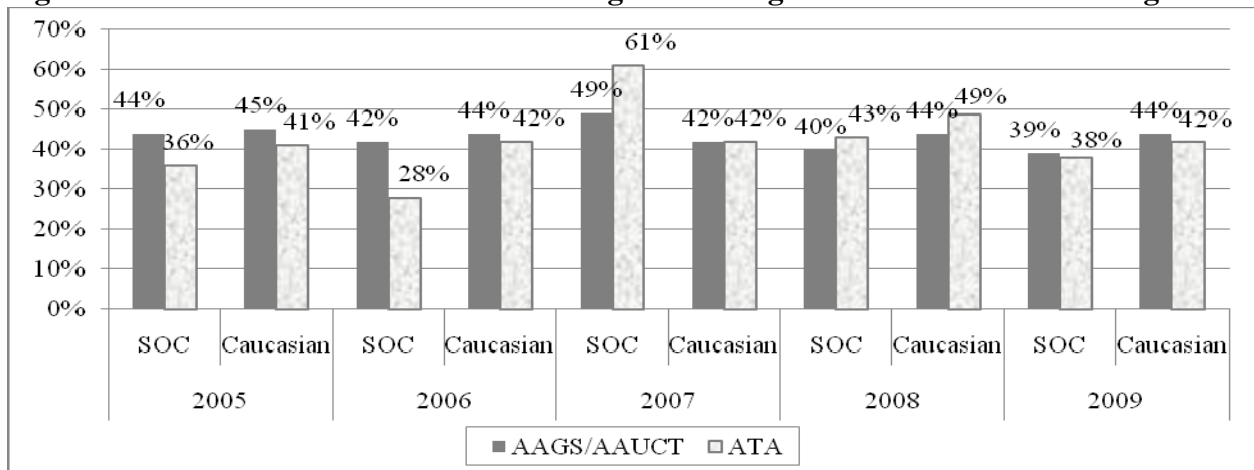


Note: All students enrolled for credit in Fall 2008; “intent” coded as follows: AAGS/AAUCT = A, B; ABE/ESL/GED/HS = C, D, E; ATA/Occupational Prep = F, G, H, J; Home & Family Life/ Personal Satisfaction = K, L. “Other Races” includes international and other/unknown.

## 2. Progression of Students of Color

- The fall-to-fall retention rates of academic students of color has remained fairly consistent for transfer and general studies degree seekers compared to the prior year while the retention rate for students of color seeking vocational degrees has declined.

**Figure 5: Fall-to-Fall Retention Rates of Degree-Seeking Students New to the College**

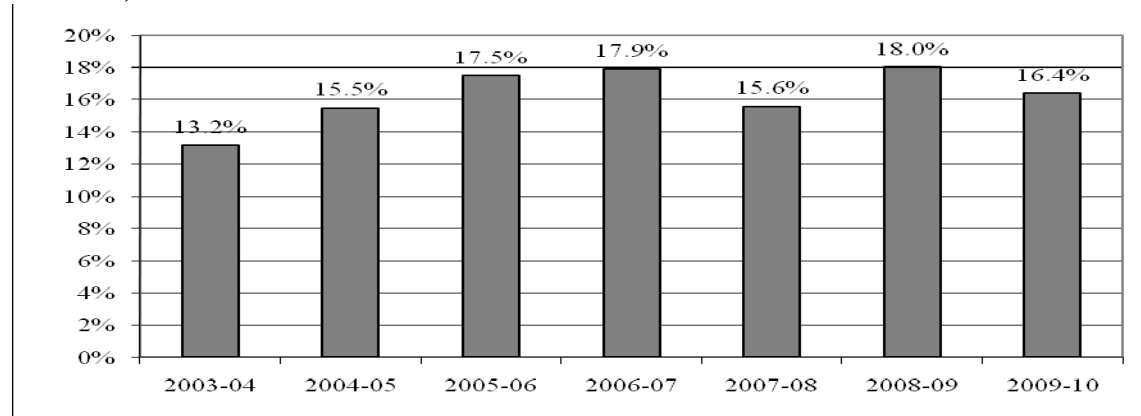


Notes: SOC includes all ethnic codes except 0, 6 and 7 (Unknown, Caucasian, & International, respectively). The fall-to-fall retention rates of degree seeking students are subject to wide variation as a result of small numbers. For example, the decrease in students of color seeking ATA degrees from 2005 to 2006 represents a change of four students.

### 3. Students of Color Goal Attainment and Completion

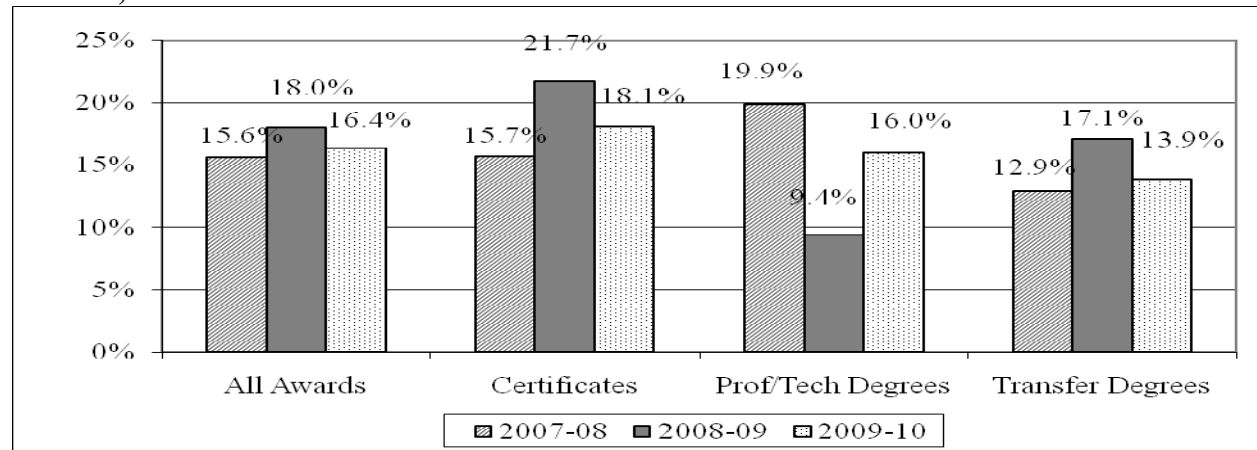
- The percent of students of color obtaining degrees or certificates (as a total of all recipients), while variable, has been generally higher over the past several years when compared to the early part of the decade.

**Figure 6: Percent of All SVC Students Receiving Associate Degrees or Certificates who are of Color, 2003-04 to 2009-10**



- Students of color were most likely to get certificates, although 16% of all professional-technical degrees awarded in 2009-10 were also awarded to students of color.

**Figure 7: Percent of SVC Students Receiving Each Award Category who are of Color: 2007-08, 2008-09 and 2009-10**



Note: The “All Awards” category includes certificates, professional/technical and transfer degrees. High school diploma awards were excluded from this analysis.

#### 4. Students of Color and Momentum Points

Another measure of student progress is derived from Student Achievement data provided by the State Board for Community and Technical Colleges. Achievement points are earned for a variety of “momentum points” reached by students on their educational journey.

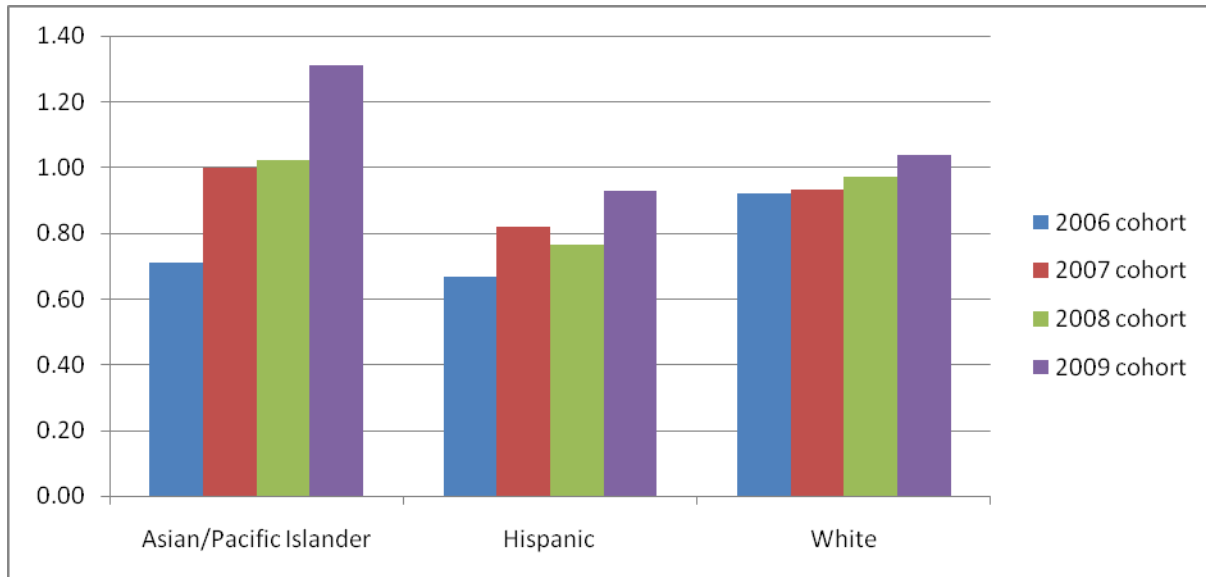
As part of the State Board staff’s current effort to develop cohort data, the colleges were provided with data that included breakdown by ethnicity on specific measures that span students’ progression through the college:

- First Year College Level Points per Student
- Highest Momentum by the End of the Second Year
- Percent Reaching the Tipping Point by the End of Year Three

Since the number students reporting race/ethnicity of African Americans, Native American, and Multiracial were small for each cohort, they were excluded from this analysis. Data is presented for transfer and workforce students in separate charts.

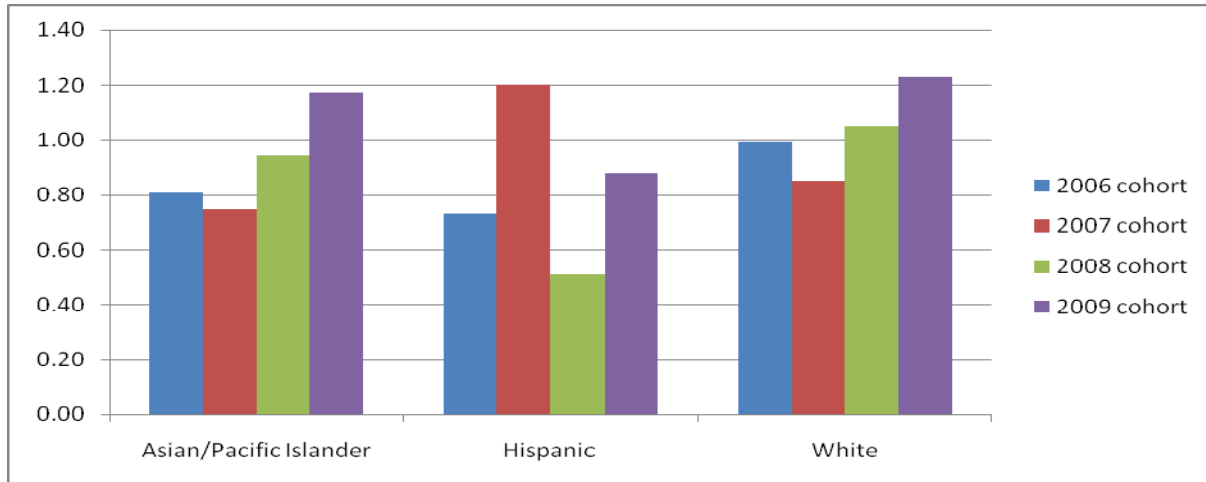
- Over the past four years, the college-level points earned by students of color seeking a transfer degree have increased; this increase is more dramatic for Asian and Hispanic students attending Skagit.

**Figure 8: First Year College Level Points per Student by Race/Ethnicity, Transfer Students**



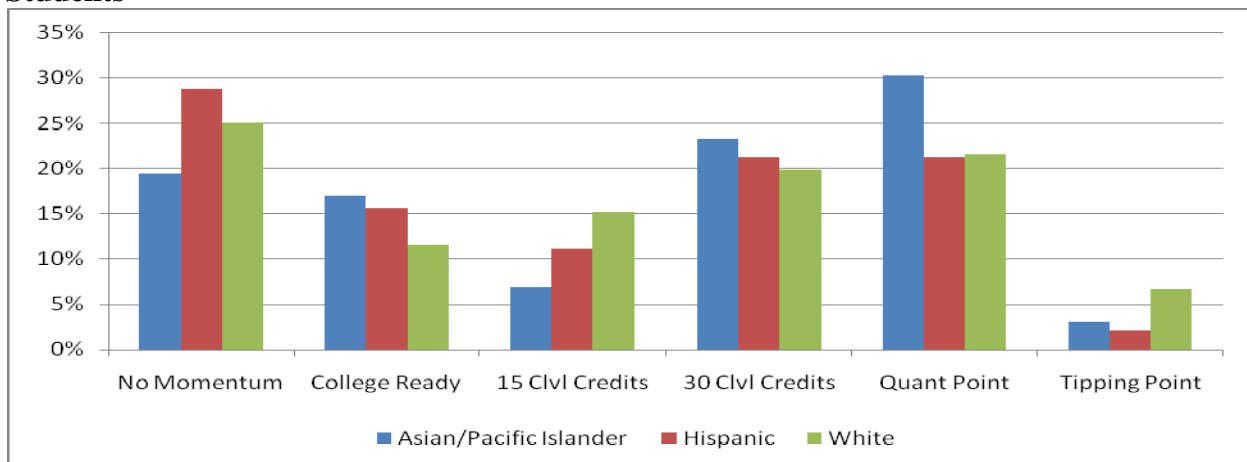
- Over the past four years, the college-level points earned by students of color seeking a workforce degree have increased substantially for Asian and Hispanic students.

**Figure 9: First Year College Level Points per Student by Race/Ethnicity, Workforce Students**



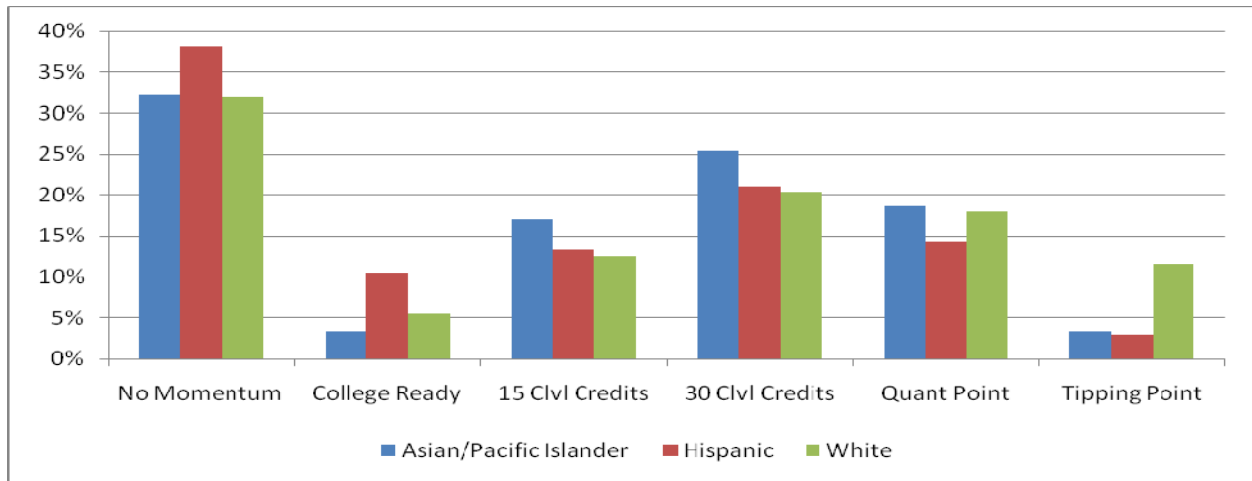
- The data for highest momentum by the end of the year earned by transfer students indicates that Hispanic students were more likely than White students to earn college-ready points, Asian students were more likely to complete college-level math, white students were more likely to reach the tipping point.

**Figure 10: Highest Momentum by the End of the Second Year by Race/Ethnicity, Transfer Students**



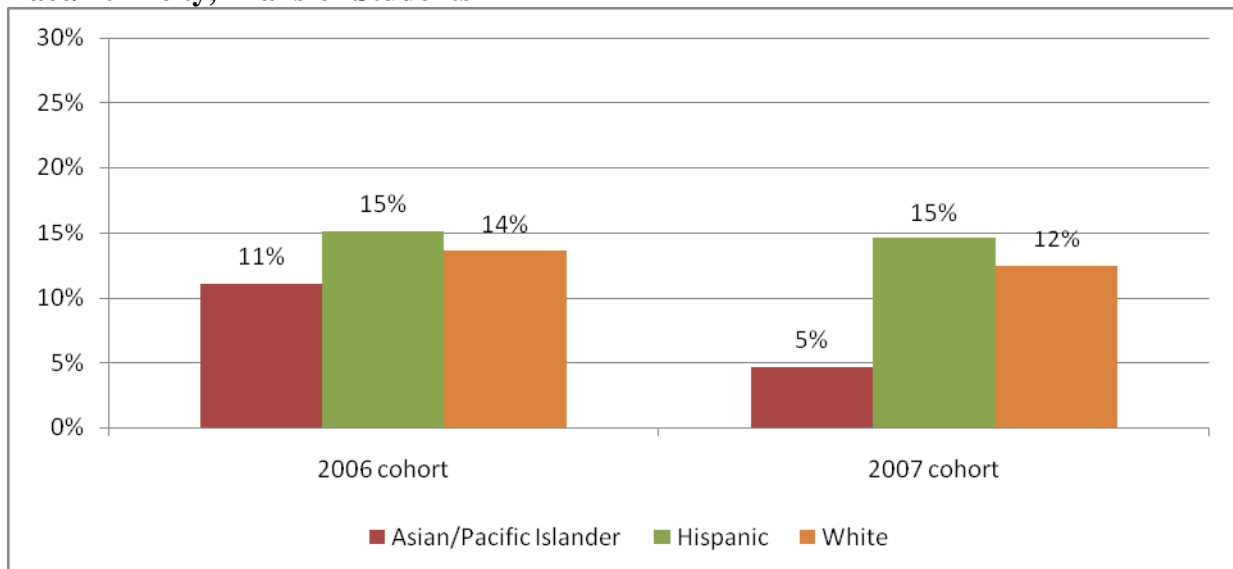
- The data for highest momentum by the end of the year earned by workforce students indicates that Hispanic students were more likely than White students to earn college-ready points, Asian and White students were more likely to complete college-level math, and White students were more likely to reach the tipping point.

**Figure 11: Highest Momentum by the End of the Second Year by Race/Ethnicity, Workforce Students**



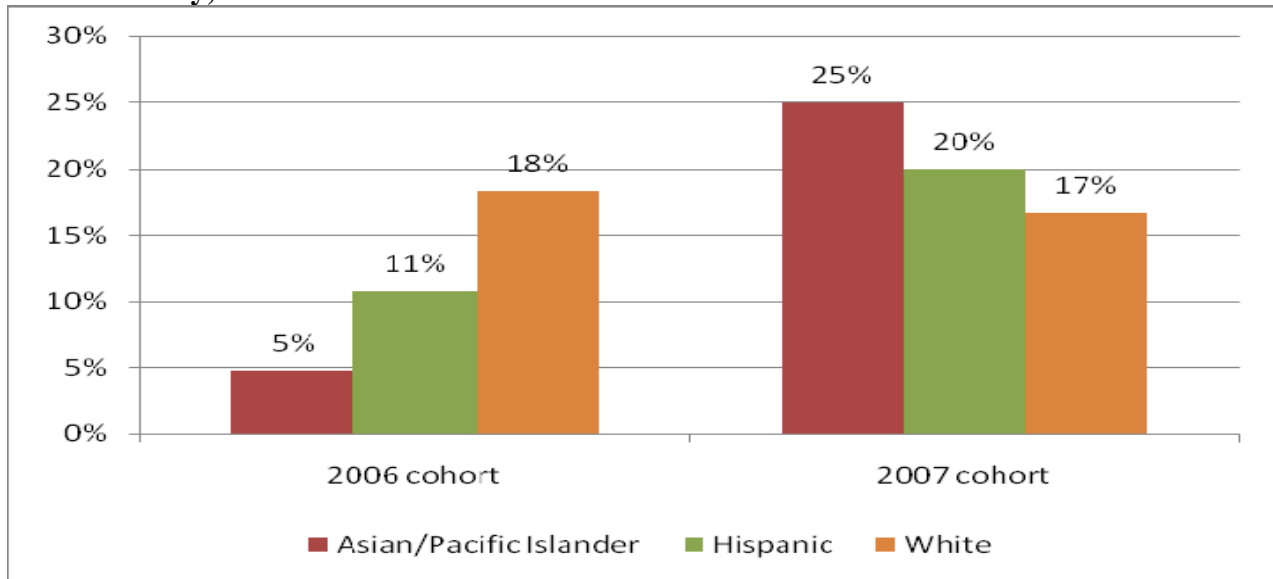
- By the end of year three, Hispanic transfer students were more likely to have achieved the tipping point than their counterparts.

**Figure 12: Percent Reaching the Tipping Point by the End of Year Three by Race/Ethnicity, Transfer Students**



- By the end of year three, Hispanic workforce students in the 2007 cohort were more likely to have achieved the tipping point than white students.

**Figure 13: Percent Reaching the Tipping Point by the End of Year Three by Race/Ethnicity, Workforce Students**

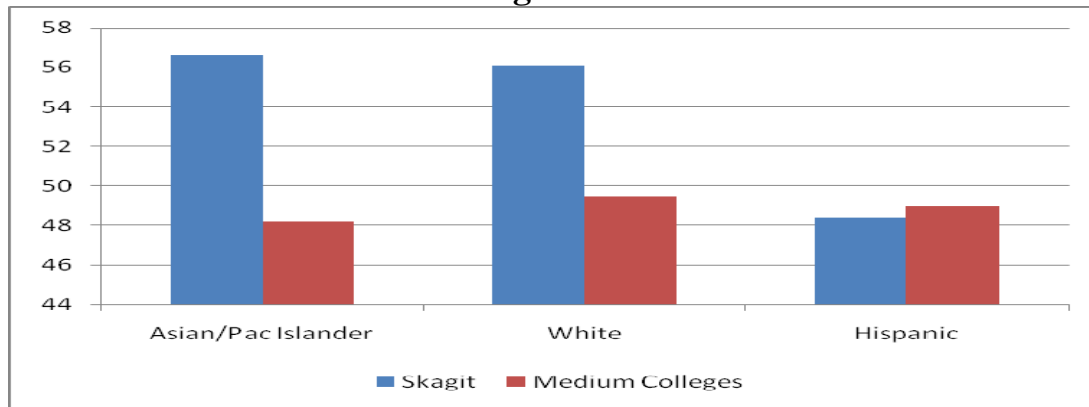


## **5. Instruction, Student Services and Their Relationship to Students of Color**

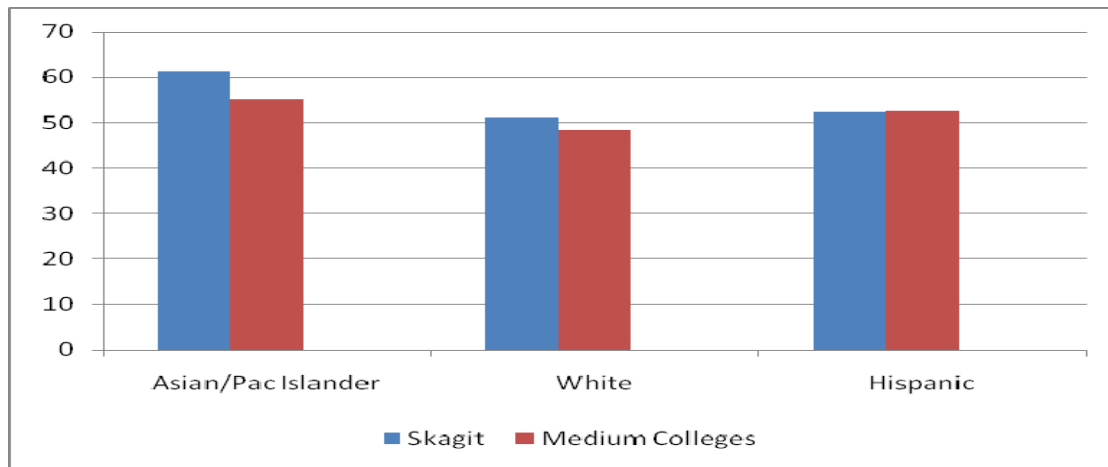
In Spring quarter 2010, the College administered the Community College Survey of Student Engagement (CCSSE). The following tables compare the benchmark scores of Skagit survey respondents who reported being Asian/Pacific Islander, White or Hispanic with similar students from other medium colleges in the CCSSE cohort.

- While there is some variability by benchmark, in general, Skagit students of color report greater engagement with their learning and with faculty and find a higher level of academic challenge than their counterparts at other medium-sized community colleges.

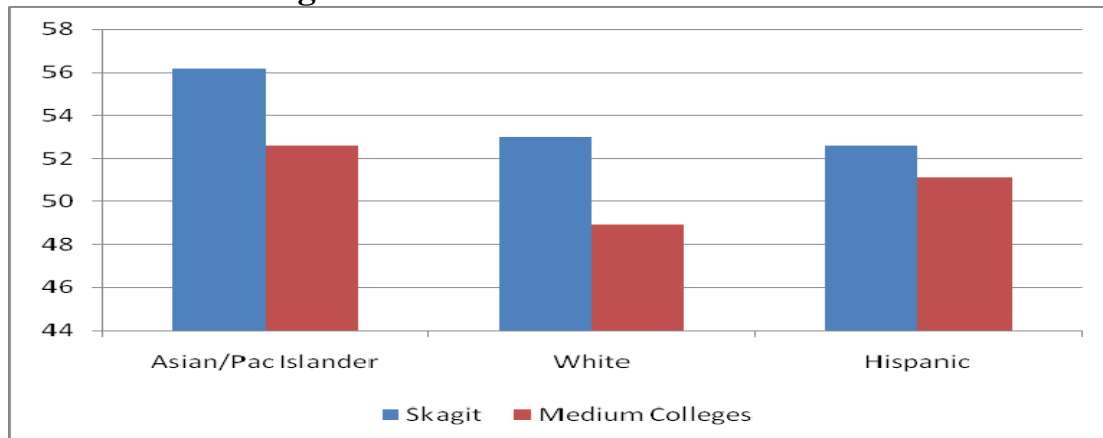
## Active & Collaborative Learning



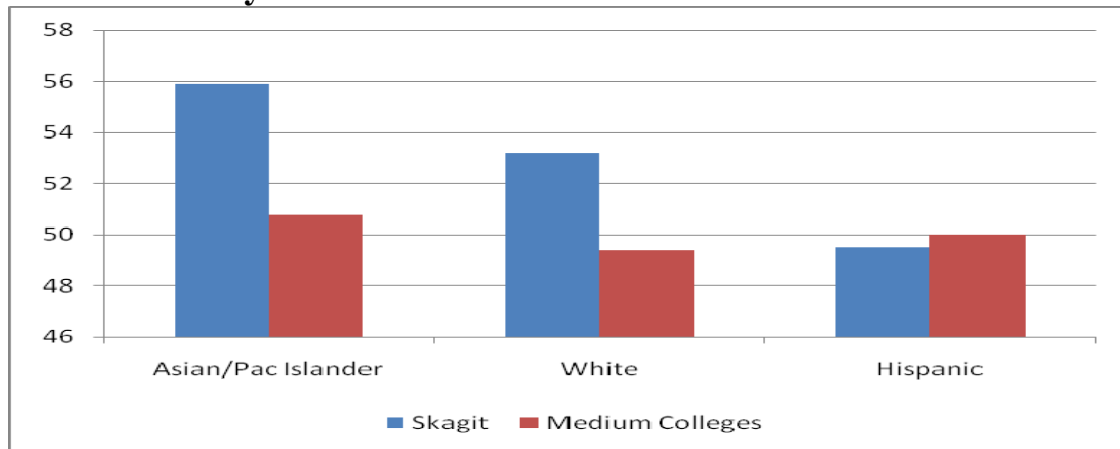
## Student Effort



## Academic Challenge



## Student-Faculty Interaction



## Support for Learners

