

MINUTES OF THE BOARD OF TRUSTEES MEETING  
COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE  
MONDAY, DECEMBER 10, 2001  
5:30 p.m. – Board Room  
2405 E. College Way  
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Mr. Jess del Bosque, Chair  
Ms. Elizabeth Hancock  
Dr. Barbara Andersen  
Mr. Tom Moser  
Mr. Mel Takehara  
Dr. Lydia Ledesma-Reese, 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 5:30 p.m.

II. DECLARATION OF A QUORUM:

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

III. FLAG SALUTE:

Following the flag salute, the Chair introduced new Trustee Mr. Mel Takehara.

IV. APPROVAL OF BOARD MINUTES:

It was moved by Dr. Barbara Andersen and seconded by Mr. Tom Moser to approve the November 13, 2001, minutes as presented.

MOTION PASSED UNANIMOUSLY.

It was moved by Ms. Elizabeth Hancock and seconded by Dr. Barbara Andersen to approve the November 15, 2001, special meeting minutes as presented.

MOTION PASSED UNANIMOUSLY.

V. INFORMATION ITEMS:

1. Public Comment

The Chair stated that Ms. Greta Kocol had asked to speak. He asked that she keep her comments brief, to no more than four or five minutes.

Ms. Kocol, a mathematics instructor for the past five years, stated that she felt personally insulted by the Board of Trustees response to the vote of no confidence. She stated that she would like respect for the views expressed by the faculty and respect for the profession of teaching. She stated that she felt the Trustees response to the vote of no confidence demonstrated a lack of respect towards the faculty.

The Chair thanked Ms. Kocol for her comments.

2. Correspondence

Dr. Ledesma-Reese distributed the following information to the Trustees:

- Hispanic Outlook in Higher Education article, which lists Skagit Valley College among the top community colleges graduating Hispanics;
- A letter from Mr. Mike Crawford, Chair of the Skagit Regional Public Facilities District regarding the naming of the Skagit Performing Arts and Conference Center.

3. Section 2000, Operational Governance, of the Policies and Procedures Manual

Dr. Ledesma-Reese stated that this is the final section left to review in revising the Policies and Procedures Manual. She said that all of the policies and procedures will need to be reviewed again to assure that they meet the needs of the new governance structure.

Ms. Susan Tinker, Vice President of Educational Services, reviewed the policy. She stated that the task force has worked on the content and that forums will be held in January when faculty return. Discussion followed.

VI. ACTION ITEMS:

1. Resolution 01-03, In Recognition of Ms. Katie Philbrick

The Chair read the following resolution:

***WHEREAS***, Ms. Katie Philbrick has served Skagit Valley College as a member of the Board of Trustees from September 1996 through November 2001, and

***WHEREAS***, she served as Chairperson of the Board during the year 1999-2000 at which time Skagit Valley College was recognized as a Learning College Champion by the League for Innovation in Community Colleges, and

***WHEREAS***, during her tenure as Chairperson she emphasized the need for Trustee education and advocated for more frequent Trustee work sessions, which enhanced the collaborative work style of the Board of Trustees, and

***WHEREAS***, her willingness to continually be involved and participate on many committees on behalf of the college and the community at large has shown her to be a valued and respected leader who is extremely unselfish in the giving of her time and expertise, and

***WHEREAS***, such service has been given so unselfishly with the utmost respect and professionalism to each and every person during her five years of service;

***NOW, THEREFORE, BE IT RESOLVED***, by the Board of Trustees of Community College District 4, that Ms. Katie Philbrick receive special recognition for her distinguished service to Skagit Valley College, and

***BE IT FURTHER RESOLVED***, that the Board of Trustees of Community College District 4, on behalf of the entire college community, extends sincere appreciation for a job well done and best wishes for the future.

It was moved by Dr. Barbara Andersen and seconded by Ms. Elizabeth Hancock to approve Resolution 01-03, In Recognition of Ms. Katie Philbrick, as presented.

MOTION PASSED UNANIMOUSLY.

The Chair presented a framed copy of the resolution to Ms. Philbrick and Dr. Ledesma-Reese presented her a gift on behalf of the Trustees and Skagit Valley College.

Ms. Philbrick thanked them for the resolution and the gift. She stated that she had enjoyed her five years serving as a Trustee.

Mr. Tom Moser asked if it would be possible, if it was acceptable to the other Trustees, to move the Executive Session ahead to this point in the meeting. He stated that he was requesting this change because he would need to leave the meeting at 8:15 p.m.

The Chair stated that he would move the TACTC presentation up on the agenda and following that presentation the Trustees would adjourn to executive session.

VII. BOARD OF TRUSTEES REPORT:

1. TACTC Presentation: A Smart Investment: Washington Community & Technical Colleges

Ms. Cindy Hough, TACTC Administrator, and Ms. Linda Sprenger, TACTC President, conducted a PowerPoint presentation on the Economic Impact Study Results, Fall 2001 for the Washington Community & Technical Colleges.

The Chair thanked Ms. Hough and Ms. Sprenger for their presentation.

VIII. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to executive session to discuss personnel issues. They would adjourn for approximately 45 minutes.

**CONVENED INTO EXECUTIVE SESSION AT 6:20 P.M.  
RECONVENED INTO OPEN SESSION AT 8:20 P.M.**

No action was taken during the Executive Session.

VI. ACTION ITEMS (continued):

2. Section 3000, Faculty, of the Policies and Procedures Manual

Ms. Tinker reviewed the policy and stated that forums to review the policy had recently been held on both the Mount Vernon and Whidbey Island campuses. Discussion followed.

It was moved by Mr. Mel Takehara and seconded by Dr. Barbara Andersen to approve the policy as presented. Dr. Andersen stated that she did not like some of the wording in the policy.

**MOTION PASSED UNANIMOUSLY.**

3. Operating Fee Waiver

Mr. Dick Geier, Vice President of Administrative Services, reviewed the information that he presented at the November 13, 2001 Board meeting regarding waiving the out-of-state tuition fee down to the limit of in-state tuition. Mr. Geier stated that it is believed this will make a difference, especially for military dependents who currently pay the out-of-state tuition fees.

Mr. Geier stated that there is some financial risk, the maximum would probably be a loss of \$40,000 for this fiscal year. He stated that it is the recommendation of the Enrollment Management Committee to reduce out-of-state tuition to the in-state level. Mr. Geier said that the majority of other colleges in the system are waiving out-of-state tuition to the in-state level. Mr. Geier stated that it would be possible to approve the reduction for winter and spring quarters and then for the Board to reassess the action at the end of the year. Discussion followed.

It was moved by Dr. Barbara Andersen and seconded by Ms. Elizabeth Hancock to waive out-of-state tuition fees down to the in-state tuition level.

MOTION PASSED UNANIMOUSLY.

4. Board of Trustees' Meeting Dates for January-December 2002

Monday, January 14, 2002, 5:30 p.m.	Mount Vernon Campus
Monday, February 11, 2002, 5:30 p.m.	Mount Vernon Campus
Monday, March 11, 2002, 5:30 p.m.	Mount Vernon Campus
Monday, April 8, 2002, 5:30 p.m.	Whidbey Island Campus
Monday, May 13, 2002, 5:30 p.m.	Mount Vernon Campus
Thursday, June 13, 2002, 1:00 p.m.	San Juan Center
Monday, July 8, 2002, 5:30 p.m.	Mount Vernon Campus
Monday, September 9, 2002, 5:30 p.m.	Mount Vernon Campus
Monday, October 14, 2002, 5:30 p.m.	Mount Vernon Campus
Tuesday, November 12, 2002, 5:30 p.m.	Mount Vernon Campus
<i>(Monday, November 11 is the Veteran's Day Holiday)</i>	
Monday, December 9, 2002, 5:30 p.m.	Mount Vernon Campus

It was moved by Dr. Barbara Andersen and seconded by Ms. Elizabeth Hancock to accept the January-December 2002 Board of Trustees' meeting dates as presented.

MOTION PASSED UNANIMOUSLY.

5. Tenure

A) Tenure for Mr. Abel Gage

It was moved by Dr. Barbara Andersen and seconded by Ms. Elizabeth Hancock to accept the recommendation of the Tenure Review Committee for the Board of Trustees to approve the granting of tenure to Mr. Abel Gage.

MOTION PASSED UNANIMOUSLY.

B) Tenure for Dr. Diane Johnson

It was moved by Dr. Barbara Andersen and seconded by Mr. Mel Takehara to accept the recommendation of the Tenure Review committee for the Board of Trustees to approve the granting of tenure to Dr. Diane Johnson.

MOTION PASSED UNANIMOUSLY.

6. Faculty Contract for 2001-2002

Mr. Geier stated that the SVCFT met on December 3, 2001 and voted to ratify the contract for 2001-2002. He stated that the negotiating team and Dr. Ledesma-Reese supported the changes to the contract.

It was moved by Mr. Mel Takehara and seconded by Dr. Andersen to approve the ratification of the faculty contract for 2001-2002.

MOTION PASSED UNANIMOUSLY.

Dr. Ledesma-Reese asked Mr. Geier about when the back pay will show up on faculty paychecks. Mr. Geier stated that all back pay would be paid on the December 24, 2001 paycheck.

IX. COLLEGE ASSOCIATION REPORTS:

1. SVCFT President's Report

Ms. Trish Barnes, SVCFT President, reported the following:

"On December 3, in the monthly meeting of SVCFT, federation members ratified the contract which the Board has ratified tonight.

I want to thank those who have worked for the satisfactory completion of negotiations for the 2001-2002 academic year:

- The salary committee members, who met regularly during winter and spring quarters of 2001 to research and develop the proposal which has been accepted.
- The members of the negotiations teams for both the Federation and the Board of Trustees, who met many times during fall quarter and worked diligently to complete negotiations before the end of the year.
- The faculty and the Board, who have valued both the process and the result of negotiations through voting to ratify the contract.

At the October Board of Trustees meeting, I reported that the faculty throughout the United States and Canada were participating in activities to emphasize the need for equity between full time and part time faculty. One of the activities at the

state level was the presentation of "report cards" showing the progress of each of the community and technical colleges in the state toward equity.

At that presentation, SVC was one of ten colleges to receive an Honorable Mention Award. The award was given to colleges that matched at 100% the funds that the state allocated for adjunct salary enhancement.

The increase for adjunct salaries in this year's contract is eight percent. Even with this increase, however, salaries for adjunct faculty here are the lowest in the state. The annualized salary for an adjunct faculty teaching a full load at SVC is about \$16,000, compared with \$22,000 at Whatcom, \$24,000 at Everett, \$30,000 in Seattle, and \$34,000 at Bellingham Technical College.

In October, the federation asked the board to draft a resolution in support of moving toward equity for adjunct faculty. We hope that in the coming months you will return to that request and draft a statement of support.

The inaugural event in the Jill Fugate Seminar Series was a presentation by Andy Friedlander, drama instructor, entitled "Conjuring Spirits: Teaching, Learning, and Organizational Structure."

The next event will be January 16 in Hayes Hall on the Whidbey Island Campus. The presentation, by Candace Lower, is entitled "Along the Old Silk Road: Three Weeks in Central Asia."

We invite you to join us for this event."

## 2. WPEA President's Report

Dr. Ledesma-Reese read the following report from Mr. Geoff MacCombe, WPEA President:

"WPEA is in the third meeting of contract negotiations. There are not any real issues and we expect finalization by the end of the year."

## X. OFFICE OF THE PRESIDENT:

Dr. Ledesma-Reese highlighted the following items during her report:

- CPR training was held on November 14 for Exempt Professional Staff;
- Dr. Ledesma-Reese thanked the Trustees for attending the joint Board meeting with Bellingham Technical College and Whatcom Community College on November 15;
- On November 29 Dr. Ledesma-Reese presented at the Displaced Homemaker Graduation;

- SVC hosted the WACTC Presidents on December 6 and 7;
- Dr. Ledesma-Reese reminded the Trustees that the Legislative Breakfast will be held on December 12;
- Dr. Ledesma-Reese informed the Trustees that the Whidbey Island Campus, South Whidbey Center, and San Juan Center will be closed on December 24. The Mount Vernon Campus and Business Resource Center will be open on December 24;
- Dr. Ledesma-Reese stated that Governor Locke has encouraged state agencies to consider ways in which to conserve energy. For summer session SVC is considering a four-day (ten hours per day) workweek. During the summer, classes will be offered Monday-Thursday. Other colleges in the system have already gone to this schedule.
- Dr. Ledesma-Reese stated that there have been a few requests to place recognition benches on campus. She distributed a catalog and asked the Trustees to review the benches highlighted and to let her know which bench they prefer.

XI. NEXT MEETING:

Monday, January 14, 2002, 5:30 p.m. – Board Room, Mount Vernon Campus

XII. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss personnel issues.

**CONVENED INTO EXECUTIVE SESSION AT 8:50 P.M.  
RECONVENED INTO OPEN SESSION AT 9:30 P.M.**

No action was taken during Executive Session.

XIII. ADJOURNMENT:

There being no further business this meeting was adjourned at 9:30 p.m.

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Jess del Bosque, Chair

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Lydia Ledesma-Reese, President  
Executive Secretary to the Board  
Lisa Radeleff, Secretary to the President