BOARD MEMBERS IN ATTENDANCE:
Mr. Mel Takehara, Chair
Ms. Debra Lisser, Vice Chair
Mr. Jess del Bosque
Mr. Tom Moser
Ms. Margaret Rojas
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. Mel Takehara, 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. He announced that the Campus Center renovation would be an action item later in the evening and that public comment will be allowed and kept to a maximum of three minutes each.

III. FLAG SALUTE

IV. INTRODUCTION OF GUESTS:
No guests were in attendance.

V. CONSENT AGENDA:
1. Board Meeting Minutes – September 13, 2005
The consent agenda item was approved as presented.

2. Board Meeting Minutes – October 3, 2005
The consent agenda item was approved as presented.
VI. ACTION ITEMS:

1. Recommendation of Resolution 05-07, Authorization of Use of Unrestricted College Reserves

Dr. Tollefson stated that the total project revenue identified for the Campus Center renovation including state capital funding, student designated funds, college reserves, the proceeds from the sale of the Big Lake property, and the proceeds from the Certificate of Participation (COP) is $5.2 million. The proposed Resolution 05-07 will allow the college to proceed with the renovation of the Campus Center Building as identified by the staff involved in the pre-planning process and the College’s Architectural firm. Dr. Tollefson read the proposed resolution.

The Chair recognized those interested in making public comment.

Greta Kocol: Ms. Kocol stated her concern about using reserve funds for the renovation although she said she would like to see a facelift of the student center building.

Dr. David Muga: Dr. Muga stated that he was speaking from his role as a member of the Strategic Plan Steering Committee. He spoke of his concern about making a decision on using the reserve funds while the revision of the Strategic Plan, mission, vision and values is in process. Dr. Muga urged the Trustees not to rush this decision but to think it through carefully in regard to using reserve funds.

Trish Barnes: Ms. Barnes stated that she echoed Dr. Muga’s sentiments. She thanked Dr. Tollefson and the Trustees for their vision, openness, and commitment to excellence. Ms. Barnes stated that she has been involved with building projects for the past 20 years and that there are still flooding issues with Ford Hall and several issues with the Hodson Hall remodel. She stated that Dr. Tollefson has assured faculty that the Hodson Hall issues will be resolved, but she wants to be sure that lessons will be learned from past building and renovation projects.

The Chair stated that this topic has been discussed at past meetings and that the renovation project has been talked about for years. He stated that the Trustees have held study sessions on the funding issues related to this project on September 13 and October 3.

The Chair stated that the college will maintain enough in reserves for financial viability and operating reserves—the unrestricted reserves will not be depleted. He said that the college will continue to work with the State Board on the part-time faculty salary disparity issue.
Ms. Lisser asked when the groundbreaking is scheduled to occur. Dr. Tollefson responded that the plan is get started in spring quarter.

Dr. Tollefson stated that the renovation of the Campus Center Building has been high on the list of priorities for many years but he would not recommend using funds from the unrestricted reserves if he thought it would break a trust with the strategic planning process. He said that the Campus Center Building is the centerpiece of community interaction and also sets the perception of the college. The building is not in good shape, there have been partial additions over the years but Dr. Tollefson believes now is the time to take action and renovate the building.

Ms. Rojas asked if there is sufficient funding left in the Hodson Hall construction budget to address the issues with that building. Dr. Tollefson responded that he believes there will be adequate funds and the process of determining how these things happened is still ongoing. He said he has committed to those in the building that the issues will be resolved.

It was moved by Mr. Jess del Bosque and seconded by Ms. Debra Lisser to approve Resolution 05-07, Authorizing the Use of Unrestricted College Reserves for a Local Capital Fund to be Used for the Renovation of the Campus Center Building.

MOTION PASSED UNANIMOUSLY.

2. Resolution 05-09, Relating to the Signature Authority for Skagit Valley College

Dr. Tollefson stated that this resolution will authorize Mr. Tom Harker, Interim Vice President, as a check signer for Skagit Valley College.

It was moved by Ms. Debra Lisser and seconded by Ms. Margaret Rojas to approve Resolution 05-09, Relating to the Signature Authority for Skagit Valley College as presented.

MOTION PASSED UNANIMOUSLY.

3. Resolution 05-10, Authorizing an Operating Waiver for Students from Louisiana, Mississippi, Alabama, and Florida Displaced as a Result of Hurricane Katrina

Ms. Linda Woiwod explained that the State Board recently passed a resolution authorizing college boards of trustees to grant waivers of the operating fee for students from Louisiana, Mississippi, Alabama, and Florida who were displaced as a result of Hurricane Katrina. She stated that if the waiver is approved it would become effective winter quarter 2006 and would stay in affect until October 11, 2006.
Ms. Woiwod reported that there are currently five students enrolled that were affected by Hurricane Katrina.

It was moved by Mr. Jess del Bosque and seconded by Ms. Debra Lisser to approve Resolution 05-10, Authorizing an Operating Waiver for Students from Louisiana, Mississippi, Alabama, and Florida Displaced as a Result of Hurricane Katrina as presented.

MOTION PASSED UNANIMOUSLY.

VII. MONITORING REPORT:

Enrollment Management

Dr. Maureen Pettitt provided a report on enrollment management that was organized around several issues related to enrollments at the college: the characteristics of applicants, satisfaction of students with the intake processes that move them from applicants to students, the characteristics of the current student body, and the changes in enrollment from 2003-04 to 2004-05.

VIII. COLLEGE REPORTS:

1. ASSVC – Nicole Evans

   - Elections are in process—there are ten applicants for four open positions;
   - Whidbey Island Campus will hold a training day on Friday, October 14;
   - Funds are being raised for the “Chain of Hope.” Students will be at different locations throughout the community to gather donations;
   - One of the students displaced by Hurricane Katrina was featured in an article in the Skagit Valley Herald. Donations can be made to the student through the ASSVC office.

2. SVCFT – Val Mullen

   - The faculty invited the Board to join them for the Jill Fugate Presentation Series this year. This year’s presentations will be on: leadership skill building, the Yucatan Peninsula and Costa Rica, and the writings of the English department and the American Music Tradition: the Blues;
   - Beginning October 31, colleges and universities across the nation will be participating in Campus Equity Week. During this week, full time and adjunct faculty will be working to tell the story of the adjunct faculty member;
   - An adjunct faculty member who teaches 45 credits in an academic year will make $18,158. The average salary of a full time instructor teaching the same number of credits at SVC is 48,292. The adjunct salary is 37.6% of the full time salary;
   - In order to meet financial obligations, many of our adjuncts are “freeway faculty,” teaching at two or more community colleges. An instructor might
teach an 8:30 class at Whatcom, drive to Skagit to teach from 10:30 to 12:30, drive back to Whatcom to teach an evening class two nights a week, and also teach courses on-line;

- For department chairs, finding and keeping qualified adjunct faculty is especially challenging in the sciences. In the past five years, the biology department has hired 26 adjuncts;
- Faculty appreciate the commitment of Dr. Tollefson and the Board to addressing the issue of adjunct equity. Skagit is one of only four or five colleges in the state planning to match the state equity allocation with local dollars, however, much more is needed. More than one million dollars is needed just to bring the salaries of our adjunct faculty to the level of the salaries of adjuncts at Whatcom;
- The faculty are continuing to work with their lobbyists and with the state education board to address this issue. They ask the Board to continue to participate in this work as well—for adjunct faculty, full time faculty, and especially for students.

3. WPEA – No report

4. Administrative Services – Kim Cook

- Ms. Cook distributed the September month-end budget report.

5. Educational Services – Susan Tinker

- An in-service day will be held for faculty on October 14; this will provide an opportunity to work on General Education Task Force issues and the revision of the Strategic Plan—meetings will be held at both campuses;
- ESL offerings are being expanded out into the community, classes are now being offered at Washington School. Childcare has been an issue and is now being provided;
- Hodson Hall was re-dedicated on October 19, an open house was also held that showcased student activities and projects.

6. Student Services – Linda Woiwod

- Advising faculty are assisting in training instructional faculty on advising, making sure they have the tools necessary for advising;
- Many meetings have been held regarding the Campus Center renovation;
- Students have been strong advocates for the victims of Hurricane Katrina—they have had great college and community support;
- All computer labs now have adaptive software for students with disabilities. Disabled Student Programs is very pleased with the support they have received from Information Technology.

7. Whidbey Island Campus – Dr. Mick Donahue
• The League of Women Voters recently sponsored a Town Hall meeting at the Whidbey Island Campus—Representative Barbara Bailey and Senator Mary Margaret Haugen participated in the meeting;

• Strategic Plan community forums will be held on the Whidbey Island Campus on October 13 and at the San Juan Center on October 19—faculty and staff forums will also be held on that date at San Juan Center.

8. President – Dr. Gary Tollefson

• At a recent WACTC meeting and at SVC’s in-service day, David Prince of the State Board presented on a study he conducted for the Community College Research Center on building pathways to success for low-skill adult students. The study found that attending college for at least one year and earning a credential provides a substantial boost in earnings for adults who begin with a high school diploma or less. Short-term training, such as that often provided to welfare recipients, may help individuals get into the labor market, but does not seem to help them advance beyond low-paying jobs. Neither adult basic skills education by itself nor a limited number of college-level courses provides much benefit in terms of earnings. These findings, which are consistent with previous research, suggest that community and technical colleges ought to make taking at least one year of college-level courses and earning a certificate or other credential a minimum goal for all of the many low-skill adults they serve;

• The Strategic Plan process work to-date has been spectacular—a very gratifying process and he hopes it continues to go well;

• Ms. Laura Cailloux has been nominated for the Skagit Women’s Alliance Network (SWAN) Businesswoman of the Year Award—the ceremony will take place on October 20 at McIntyre Hall;

• SVC will host the State Board on October 18 and 19. The State Board has asked the college to present issues the college is struggling with on October 19—a presentation will be given on part-time faculty salaries;

• The February 14, 2006 regularly scheduled Board meeting will conflict with the TACTC Legislative Conference—discussion on possibly moving the meeting to February 21;

• Governor Gregoire is hosting a conference and reception for trustees on December 13, this will conflict with the regularly scheduled December Board meeting. Discussion on either canceling the meeting or of if needed rescheduling to December 6;

• The Chinook Enterprises anniversary celebration is scheduled for October 20. Mr. Jess del Bosque will attend as SVC’s representative;

• Dr. Tollefson stated that he is performing the narration role in “Ragweed Cowboy Joe” a Skagit on Stage production that will be held at the Lincoln Theatre on October 15 and 16;

• Dr. Tollefson announced that Mr. Tom Moser was recently re-appointed as a Trustee and Mr. Moser has been named, for the fifth consecutive year, a “super lawyer” by the magazine Washington Law & Politics.
9. Board of Trustees – Mel Takehara

- Congratulated Mr. Moser on his re-appointment as a Trustee;
- Reminded everyone that the Professional/Technical Advisory Dinner will occur on October 25;
- The Champions of Diversity ceremony is scheduled for November 17.

IX. PUBLIC COMMENT:

No requests were presented.

X. NEXT MEETING:

Monday, October 24, 2005, 3:30 p.m., Mount Vernon Campus – Board Room

XI. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to executive session for approximately 15 minutes and anticipate going back into open session.

CONVENED INTO EXECUTIVE SESSION AT 6:00 P.M.
RECONVENED INTO OPEN SESSION 6:30 P.M.

XII. OPEN SESSION:

The Board reconvened into open session at 6:30 p.m.

It was moved by Ms. Debra Lisser and seconded by Mr. Jess del Bosque to extend the President’s contract through June 30, 2008, with a 3.2% Cost of Living Adjustment (COLA) retroactive to September 1, 2005.

The Chair stated that an evaluation was completed and reviewed with the President. He said that it was a positive evaluation, relations between faculty and administration have much improved, Board relations are good, and the President is doing an outstanding job with community relations.

MOTION PASSED UNANIMOUSLY.

XIII. ADJOURNMENT:

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

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Mel Takehara, Chair  Gary Tollefson, President
Executive Secretary to the Board  Lisa Radeleff, Secretary to the President