BOARD MEMBERS IN ATTENDANCE:
Mr. Mel Takehara, Chair
Mr. Jess del Bosque
Ms. Debra Lisser
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 3:00 p.m.

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

III. STUDY SESSION:
1. Strategic Plan Revision Process

Dr. Tollefson reviewed the purpose of a strategic plan; he stated that it sets the direction for an institution—establishes how funds are spent and where time and energy is focused.

Dr. Pettitt presented a PowerPoint review of the draft Mission, Vision, Values and Strategic Goals and Objectives. Several members of the Strategic Plan Committee were in attendance at the meeting: Bill Overby, Clarissa Mansfield, Catherine Wessels, Julie Bishop, and Mindy Coslor. Each of the members spoke of the inclusiveness of the process, the President’s leadership, and that all had an equal voice in the process.

Ms. Rojas said that she was sorry she was not able to attend any meetings but appreciates all the work done during the Strategic Plan revision process. Mr. del Bosque stated that he was impressed with the work that was done and especially with Dr. Pettitt’s leadership.

Dr. Tollefson stated that it was important to connect with the Board of Trustees throughout the revision process to give them a clear understanding of the direction of the college. He said that ultimately the final document will
connect with the Board of Trustees’ Ends Policies. The document is still undergoing some adjustments but he hopes to bring the final version to the Board in March but it is possible it will not be until the April meeting. Dr. Tollefson asked the Trustees to contact Dr. Pettitt or himself if they have any comments on the current draft of the Strategic Plan.

2. Mid-Year Report on 2005-06 Strategic Priorities & Targets

The 2005-06 Strategic Priorities & Targets mid-year report (see Attachment A) was reviewed and discussed.

3. McIntyre Hall Update

The Chair reported that he, Ms. Lisser, and Dr. Tollefson have been regularly meeting since last October with Dr. Edmonds and Mr. Crawford of the Skagit Regional Public Facilities District Board (PFD), and with Mr. McDade of the Skagit Performing Arts Council (SPAC) to discuss the college’s use of McIntyre Hall during “dark days” and also to review the management agreement. All are now in agreement that the college manages McIntyre Hall. Dr. Tollefson stated that Ms. Nida Tautvydas has been hired as interim executive director while the search for a permanent executive director takes place.

Dr. Tollefson reported that Ms. Lanie McMullin, who has been involved with the project since the beginning, has said that it was always the intent that the college would be able to utilize McIntyre Hall when it was dark. He said that a few issues need to be fine tuned, but they have seemed to reach an agreement on the college’s use of McIntyre Hall, which may include use for programs. As an example, Dr. Tollefson reported that Ms. McMullin has said that stage technicians are in high demand in Seattle and those jobs pay high wages. He stated that he will work with Dr. Eannace and Ms. Tautvydas on the broader issues regarding programs but that there is a strong move in that direction.

Dr. Tollefson stated that it is clear that the McIntyre Hall budget needed more integration with college procedures. He said that Mr. Harker has taken control of that area and is on track with reporting and integrating the budget with college procedures. Mr. Harker said that the budget is now current with reporting and he is working on the next fiscal year. He stated that monthly reports will be provided to Skagit County and that budget development will occur in his area.

The Chair stated that they hope to wrap up the meetings with the PFD soon. Dr. Tollefson reported that the search process for the executive director position is in the process of being initialized and that the plan is to hold interviews in May. He stated that the search committee will be made up of members of the PFD, SVC Board of Trustees, SPAC, and SVC faculty members.
IV. ADJOURNMENT:

There being no further business, the study session was adjourned at 4:20 p.m.
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:

Ms. Ainley introduced Mr. Colby Allen, ASSVC District Secretary and Ms. Nida Tautvydas, Interim Executive Director of McIntyre Hall.

Ms. Tautvydas thanked Dr. Tollefson for the opportunity to serve as interim executive director and said that she is excited to be in the position.

V. CONSENT AGENDA:

1. Board Meeting Minutes – January 10, 2006

The consent agenda item was approved as presented.

VI. COLLEGE REPORTS:

1. ASSVC

Ms. Nickole Evans, ASSVC President, reported that student government has been collecting books from faculty and students for “Better World Books” a group that provides books for students in Africa.

Ms. Evans stated that student government is also working on the Services and Activities Budget for 2006-07.

2. SVCFT – Mr. Mike Witmer read the following report on behalf of SVCFT:

Yesterday, as you may know, was Lobby Day for Higher Education, and five faculty—David Muga, Mike Witmer, Dan Nelson, Alec McDougal, and Trish
Barnes—spent the day in Olympia talking with the senators and representatives for four of the districts from which our students come.

Faculty had appointments with three senators and nine representatives. During the discussions with these legislators, faculty discussed the importance of community colleges to the economic growth of the state of Washington and the need to recruit and retain well qualified faculty. One of the ways in which the legislature can do this is by including the funding for increments in the current increment bill. Faculty encouraged legislators to support this.

In discussions about adjunct faculty issues, SVCFT members thanked the legislators for their approval in the last session of money for adjunct equity. Along with asking for continuing funding, faculty noted that the administration had matched these funds and expressed our appreciation to the college president and the Board of Trustees.

Finally, as instructed by Dr. Tollefson, faculty noted the need for capital funds to do what is necessary to meet fire codes so that the construction of the science building can go forward.

The representatives with whom faculty visited were supportive of the work of community colleges in general and of SVC in particular. We appreciate the work of all of the members of the SVC community in carrying to the legislature the stories of the vital part that community colleges play in the life and economy of Washington State.

3. WPEA

No report.

2. Administrative Services

Mr. Harker distributed the month-end budget report for January 2006. He stated that revenues were running ahead of budget projections. Dr. Tollefson reported that revenue from community services classes, business and community education, has doubled what they had budgeted.

A question was raised on the McIntyre Hall budget. Mr. Harker stated that he is currently re-working this year’s budget.

5. Educational Services

Ms. Tinker said that she recently attended a firefighter training drill and witnessed the teamwork and leadership skills they have developed. She reported that the General Education Task Force is now looking at assessment issues; they are a very scholarly and committed group and have come up with some practical conclusions.
Ms. Tinker acknowledged the Tenure Review Committee members, saying that they have been very helpful and supportive to faculty going through the tenure process.

6. Student Services

No report.

7. Whidbey Island Campus

Dr. Donahue reported that the Navy is no longer interested in relinquishing Building 12. He said that the Navy may want to occupy the building at some point in the future and the communication system for the sea planr base is in the basement of the building and that it would cost $1 million to move the system.

Dr. Donahue announced that the Whidbey Island Campus Art Stroll and the Oak Harbor Chamber “After Hours” event will be held on February 24, 5:30 pm. He invited everyone to attend.

Dr. Donahue reported that a group of Math and Social Sciences faculty are looking at the ASSET and COMPASS assessment tools to see if they are effective. The group is reviewing to see if they need to adjust the existing tests or develop a new assessment tool.

Dr. Donahue stated that he recently met with the Anacortes High School principal regarding an interest in having SVC provide ASSET testing at the high school. This would assist the high school in identifying deficient areas and work on those areas while the students are still in high school. The Anacortes Superintendent will need to approve the plan before it is put into place. Dr. Donahue stated that the ASSET testing could be done at any high school in the district. Dr. Tollefson said that this is also a good recruitment tool as it establishes a relationship with the students while they are still in high school.

The Chair asked about Marine Tech and Anacortes. Dr. Donahue responded that Mr. Swietzer will provide an update at the May Board meeting.

8. President

Dr. Tollefson stated that a list of his activities for the past month and the Skagit/Islands Head Start Program Update for the month of January has been distributed to the Board.

Dr. Tollefson distributed a copy of the nursing shortage article that recently ran in the Argus. He informed the Board that the fire loop infrastructure capital request and the addition of three electronic classrooms to the Science and Allied Health Building for the NSIS Higher Education Center were passed by floor amendments to the Senate Capital Supplemental Budget on February 20.
9. Board of Trustees

Mr. Moser and Ms. Lisser, along with Dr. Tollefson, recently attended the TACTC winter conference in Olympia. Mr. Moser reported that one of the speakers at the conference was Dr. William Harris, Director General of the Science Foundation of Ireland. Mr. Moser said that Dr. Harris conducted an excellent presentation that provided reflections on his experience in Ireland and how that information may be of use to Washington state and may also challenge the community college and the entire higher education systems to think in new ways.

VII. PUBLIC COMMENT:

No requests were presented.

VIII. NEXT MEETING:

Tuesday, March 14, 2006, 4:30 p.m., Mount Vernon Campus – Board Room

IX. EXECUTIVE SESSION:

The Chair stated that the Trustees would need to adjourn to Executive Session for approximately 15 minutes to review the performance of public employees.

CONVENED INTO EXECUTIVE SESSION AT 5:15 P.M.
RECONVENED INTO OPEN SESSION AT 5:35 P.M.

X. ADJOURNMENT:

There being no further business, this meeting was adjourned at 5:35 p.m.

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