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 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. Tinker introduced Mr. Bill Overby, Chair of the Administration of Justice Program. Mr. Overby introduced 14 of the students who will graduate April 7 from the Parks Law Enforcement Academy. Mr. Overby stated that 26 students will be graduating from the academy and of those 15 have accepted positions at various state and national parks. The students complete a program which includes law enforcement, natural resources, human relations, ethics and a rigorous physical component.

Mr. Overby recognized Mr. Patrick McVicker, chair and instructor in the Fire Protection Technology Program, Ms. Jeanette Hemming, chair and instructor in the Medical Assistant Program, Ms. Danielle Geddes, Medical Assistant Program staff member, and Mr. Tony Esser, a student in the Fire Protection Technology Program, for their assistance in helping the students decontaminate after a recent pepper spray training exercise.

Mr. Overby invited the Trustees to attend the Parks Law Enforcement Academy Graduation on April 7, 10:00 am at McIntyre Hall.
V. CONSENT AGENDA:

1. Board Meeting Minutes – February 21, 2006

The consent agenda item was approved as presented.

VI. ACTION ITEMS:

1. Recommendation of Tenure

Ms. Tinker stated that seven probationary faculty are completing their eighth quarter this winter. They are: Mr. Gary Eckermann, Diesel Power Technology; Ms. Jane Hohne, Early Childhood Education; Mr. Jacob Jackson, Office Administration & Accounting Technologies; Dr. John Ogden, Office Administration & Accounting Technologies; Mr. José Sanchez, Spanish; Ms. Fay White, Nursing; and Dr. Ann Zukoski, Physics.

Ms. Tinker reported that during the last two and a half years each probationer has been evaluated by students and peers on their Tenure Review Committee and by department chairs and supervising deans or vice president. She stated that these faculty have successfully completed their probationary period and have become valued members of the college community.

The Chair stated that the Trustees have had the opportunity to review the probationers’ tenure files.

It was moved by Mr. del Bosque and seconded by Ms. Lisser to grant tenure to Mr. Gary Eckermann, Ms. Jane Hohne, Mr. Jacob Jackson, Dr. John Ogden, Mr. José Sanchez, Ms. Fay White, and Dr. Ann Zukoski.

MOTION PASSED UNANIMOUSLY.

VII. MONITORING REPORT – Student Satisfaction & Success: Academic Programs

Dr. Pettitt reported that 40% of students enrolled at SVC in fall 2005 reported that their goal was to obtain a transfer or general studies degree. This monitoring report provides the data for targeted indicators of student success that are measurable: report of student satisfaction with collaborative courses, student progress in reaching their educational goals, and data from the Community College Survey of Student Engagement (CCSSE).

Dr. Pettitt stated that transfer students enrolled in collaborative courses—Learning Communities and English links—report that the collaborative courses are a valuable educational experience and this collaborative approach is better than taking the courses alone.
Despite a continued low rate of preparedness, in English and Math particularly, the majority of degree-seeking students are making substantial progress toward their degree and this rate for SVC is equal to or slightly lower than the system average.

The percentage of students who report that Learning Communities and English links were a valuable experience continues to be high (83% and 74% respectively). A majority of students also report that combining classes also created value for them (68% and 60%). These percentages have not varied significantly over the past several years.

The substantial progress rate for the fall 2003 cohort of transfer students has declined slightly from the prior year. Full-time students’ substantial progress rate has remained the same at 69%, while part-time student progress has declined slightly, from 32% to 31%.

Eleven and a half percent (11.5%) of transfer-degree seeking students in the fall 2002 cohort completed a degree within two years. This is down from 13.7% for the fall 2001 cohort, but similar to the fall 1999 and fall 2000 cohorts, both approximately 11%. The percentage of the fall 2002 cohort who completed within three years was 20%, which is down slightly from the previous year, but still above the fall 1999 and 2000 cohorts.

Discussion followed the report.

VIII. COLLEGE REPORTS:

1. ASSVC

No report.

2. SVCFT – Ms. Sally Connor read the following report on behalf of SVCFT:

“SVCFT has three items of interest to report:

Members of the Union would like to acknowledge the successful work of President Tollefson in creatively securing additional money to offset the 17% increase in construction costs for the science building. The membership will look forward to ongoing updates and final figures when available.

SVCFT officers have received a number of requests to review the allocation of funds collected by the Tech Fee mandate. Executive Council members have requested appropriate IT records through the college’s Records Officer and appreciate the willingness of the managers of this fund to share information and documents with us. Our hope is to address this concern by next month's meeting.

As you may know, March 30 has been set as the date for the first negotiations session. The greater part of the work lies in obtaining necessary background information from the administration’s team on issues related to faculty workload.
Specific questions were brought to the table three years ago; however, answers are still being sought. Our team is hopeful that the administrative team comes prepared with the appropriate information to this March 30 meeting. One particular goal in the big problem of Workload Issues is to effect a solution for current pay inequities.

Next month’s designee to the Board meets hopes to be able to report that these issues have been addressed."

3. WPEA

No report.

4. Administrative Services – Mr. Tom Harker

Mr. Harker distributed and reviewed the financial report for February.

Mr. Harker informed the Board that the Controller, Ms. Kim Cook, is currently conducting a risk analysis and internal control evaluation on all areas of the college district; primarily focusing on areas where cash is receipted. He stated that she is reviewing processes and making recommendations for internal controls. The process should be completed by year-end.

5. Educational Services

No report.

6. Student Services – Ms. Linda Woiwod

Ms. Woiwod reported that Student Services is looking at what works for enrolling students at SVC. She said that what works best for students is using a combination of technology and the human touch. She highlighted some of the ways students are being contacted; a “pass to a class” where students can visit potential classes, phone calls, postcards, letters, e-mails and tours.

Ms. Woiwod reported that Mr. Visakan Ganeson recently obtained an agreement with an agency in Vietnam, which means we will be seeing more students from Vietnam enrolling at SVC.

7. Whidbey Island Campus – Dr. Mick Donahue

Dr. Donahue distributed copies of the South Whidbey Center’s newsletter “The Connector.” He highlighted their recent successful Chinese New Year celebration in which 85 people attended.
8. President – Dr. Gary Tollefson

Dr. Tollefson noted that the Skagit/Islands Head Start update was distributed to the Board. The update included the following: Midyear Child Outcomes Report, Enrollment Report, and the Budget Summary through end of January.

Dr. Tollefson reported that the Culinary Arts Department recently went through a successful accreditation visit by the American Culinary Federation. He thanked the Trustees for attending the reception for that visit.

Dr. Tollefson stated that the recent legislative session was a very successful one for SVC and thanked the Trustees for their support. He reported that the fire loop project for the Mount Vernon Campus was funded and that the addition of three electronic classrooms to the Science and Allied Health Building for the SIS Higher Education Center was also funded. Dr. Tollefson reported that unfortunately, additional funds for part-time faculty salary improvements were not included in the budget. He stated that the Lewis Hall replacement will be on the State Board’s capital request list for the 2007 legislative session.

Dr. Tollefson then asked Ms. Lisa Wochos, Assistant Attorney General, to provide a brief review of the Open Public Meetings Act.

Ms. Wochos reviewed the information in RCW 42.30 the Open Public Meetings Act (OPMA). She stated that the OPMA was developed to ensure that government functions in an open and transparent manner.

Ms. Wochos stated that RCW 42.30.020 does not address electronic communication—she said that several states have amended their laws to address the issue but not the State of Washington.

Ms. Wochos distributed and briefly reviewed a copy of the Battle Ground School District Court of Appeals case regarding electronic communication. She stated that this is an area that is still developing and urged caution when using electronic communication among board members.

9. Board of Trustees

No report.

IX. PUBLIC COMMENT:

No requests were filed.

X. NEXT MEETING:

Tuesday, April 11, 2006, 4:30 p.m., Mount Vernon Campus – Board Room
XI. 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