CALL TO ORDER:

The Chair, Mrs. Elizabeth Hancock, called the meeting to order at 2:00 p.m.

DECLARATION OF A QUORUM:

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

WORK STUDY SESSION

1. Board Policy Review

The Chair reviewed proposed changes to Board Policy GP-5, Board Operational Policies. She stated that the changes made to the policy were taken from the State of Washington Trustee Handbook. The Chair also reviewed a proposed new Board Policy, GP-9, Board Planning. She stated that the text for this new policy also came from the Trustee Handbook.

The Chair stated that if there were no concerns with either of the proposed policies she would like to have them approved at the regular Board meeting later that afternoon.
2. Priority Planning

The Board discussed establishing priorities for the college that can be used as a tool for 2003-04 budget planning. The following information is the outcome of their discussion on establishing priorities.

The Board’s overarching premise is that the college should offer and maintain multiple programs/services.

1. Anticipate the changing needs of students, employers, and the community
   • Focus Programs: Healthcare, Culinary Arts, Transfer Degree in Education, and Performing Arts
   • Maintain Programs: Transportation Technology (e.g., Automotive, Diesel Technology, Truck Driving, and Marine Maintenance).

2. Improve the entry process and systems to improve student success and increase college efficiencies, and have college offerings and scheduling that meet student needs.

3. Continue to support institutional diversity policy and plans.

4. New partnerships and contracts that increase educational quality, relevance, and accessibility for the community, and increase non-State funds for the college.

5. Maximize priorities and resources for Culinary Arts lab, Science & Allied Health Facility (short-range) and Student Center (medium-range); anticipate and prepare for Evans-Gardner Initiative.

Other areas of interest noted, but not prioritized:
- Meet macro, regional needs as well needs of local employers
- Maintain ABE/ESL
- Transfer Degree (ability to get degree in two years; advising; efficacy of Learning Communities and Links for college and for students)
- Lab fees
- Expand marketing efforts
- Use every opportunity available to increase part-time faculty salaries
- Use our resources more effectively (i.e., reduce duplicate DE mailings, increase SFR, course scheduling).

The Board discussed the additional types of monitoring reports they would like to receive from the college. Following discussion it was decided they would like to receive monitoring reports on block scheduling, time-to-degree and education.
IV. EXECUTIVE SESSION

The Chair stated that the Trustees would need to adjourn to Executive Session to discuss personnel issues. They would adjourn for approximately 15 minutes.

CONVENED INTO EXECUTIVE SESSION AT 3:20 P.M.
RECONVENED INTO OPEN SESSION AT 3:45 P.M.

V. NEXT MEETING

The next Board meeting will be held on, January 13, 2003, 5:00 p.m., Board Room, Mount Vernon Campus

V. ADJOURNMENT

There being no further business, and no action taken, this meeting was adjourned at 3:45 p.m.

______________________  __________________________
Elizabeth Hancock, Chair   George Smith, President
Executive Secretary to the Board  
Lisa Radeleff, Secretary to the President