

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, May 9, 2017
2:30 p.m. – Board Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Ms. Kathryn Bennett, Chair

Ms. Lindsay Fiker

Mr. Chris Skinner

Mr. John Stephens

Dr. Thomas Keegan, President & Executive Secretary to the Board

I. CALL TO ORDER:

The meeting was called to order at 2:30 p.m.

II. DECLARATION OF A QUORUM

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

III. STUDY SESSION

The Board received information on the proposed College Operating and Capital Budgets for 2017-2018, the proposed Services and Activities Fee Budget for 2017-2018, and the proposed McIntyre Hall Budget for 2017-2018.

The study session adjourned at 4:00 p.m. No action was taken during the study session.

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, May 9, 2017
4:30 p.m. – Board Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Ms. Kathryn Bennett, Chair

Ms. Lindsay Fiker

Ms. Megan Scott O'Bryan

Mr. Chris Skinner

Mr. John Stephens

Dr. Thomas Keegan, President & Executive Secretary to the Board

I. CALL TO ORDER:

The meeting was called to order at 4:33 p.m.

II. DECLARATION OF A QUORUM

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

III. INTRODUCTION OF GUESTS

No media guests were present.

IV. CONSENT AGENDA

Dr. Keegan noted that the Exceptional Faculty Awards – 2017-2018 item has been revised since the initial Board material was distributed. The information presented to the Board today contained the updated version.

It was moved by Chris Skinner and seconded by Megan Scott O'Bryan to approve the Consent Agenda as presented.

MOTION PASSED UNANIMOUSLY.

V. COLLEGE REPORTS

1. ASSVC

Megan McCarthy, ASSVC Mount Vernon Campus, provided an update on student government activities.

2. SVCFT

Hilda Halliday, SVCFT President, reported the following:

- Thanked the Board for hosting the reception for the recently tenured faculty earlier in the afternoon.
- Working on getting newer faculty members included in union leadership roles.
- AFT convention will be held in Ferndale this year.
- Discussion on Aligning SVC's spring break with area high schools' spring break.
- Discussion over CANVAS and FERPA issues.

3. WPEA

No report

4. President

Introductions

- All Washington Team:
 - Dr. Keegan introduced Mayuko Jordan, the Whidbey Island Campus representative for the 2017 All Washington Team. Chair, Kathryn Bennett, presented the All Washington Team Medal to Mayuko. Victoria Waller, the Mount Vernon Campus representative, was unable to attend the meeting.

Enrollment

- Spring 2017 Enrollment:
 - Currently at 93% of our annual allocation target.
 - Expect to end the year at 95% of the annual allocation target.
 - Enrollment allocations are based on a three-year average. It will take three years to see the affect, which provides time to make up the difference.

College Capital Projects

- Soccer Field:
 - Bid opening three weeks ago. Bids came in at \$400,000 over budget.
 - Identified \$250,000 leaving us \$150,000 short. We are working with a few donors and partners and expect to acquire the shortfall before the end of this week. Plan to begin construction in early summer and be completed in fall.

- Fire/Diesel & Manufacturing/Composites:
 - The schedules are complete. We will be using State capital funds, which will not be available until after July 1. Expect for Fire to be completed in January 2018 and Manufacturing in December 2017.

Budget

- As the year is coming to a close we are closely monitoring our progress to year-end. Currently on pace—a decrease in enrollment means less tuition; however, increased International revenue and spending patterns will lead to a balanced budget.

Core Theme Reports

Dr. Joan Youngquist, Dean of Basic Skills, presented the Core Theme Report – Achievement, Basic Education. Following that report, Dr. Laura Cailloux, Vice President of Whidbey Island Campus and Center, presented the Core Theme Report – Community.

Legislative Report

- Regular session ended mid-April. Governor Inslee has called legislators back for a special session.
- Legislature at odds over how to address the McCleary decision.
- We have developed two models, based on both the House and Senate versions, for our budget planning and are now in a “wait-and-see” mode.

College Advancement

- Just under \$500,000 in student scholarships will be awarded this year through SVC Foundation.
 - New scholarship this year—SVC Presidential Scholarship (funded by the Foundation), has been offered to five high school students, all of them have accepted and will be attending SVC in the fall.
- SVC Foundation Board of Governors designated three new endowments from past memorials:
 - T. Joy Memorial Endowment: Originally started in 1998 with \$70,000 from the sale of an Amati violin donated to the Foundation.
 - Gerald Jordheim Memorial Endowment: Jerry was a former College employee and named the Foundation as a beneficiary last year.
 - Joe Reeves Memorial Scholarship Fund: Joe Reeves was an early administrator at the College; Reeves Hall is named in his honor.

- Removing Barriers Campaign:
 - To-date raised over \$2.25 million. Most recent notable gifts:
 - Donation of \$10,000 from Megan Scott O’Bryan to establish the Windermere Emergency Housing Fund.
 - Pledge of \$5,000 from Tony & Leslie Wisdom—Tony is a Foundation Board member.
 - Completed a very successful employee campaign during the month of March.
 - \$21,000 was raised as part of the Employee Campaign.
 - Including President’s Cabinet, a total of \$42,000 was donated to the Campaign.
 - The public launch of the Campaign is scheduled for Friday, May 19, 5:00 p.m. at Maplehurst Farm.
 - This will be an “ask event,” and will acknowledge and thank attendees who have already made a pledge.
 - A video of students and community members describing, “Why I Give” will be presented.
 - Thanked the Trustees for their participation in the video.
 - An anonymous donor has offered to match donations received at the event up to \$50,000. We expect to exceed our \$100,000 goal for the evening.
 - We continue to cultivate and strategize with several major donors interested in the overall Campaign as well as for specific projects such as:
 - Manufacturing/Composites;
 - Marine Tech;
 - Soccer;
 - Early Childhood Education (verbal pledge of \$250,000).

Administrative, Instructional & Student Services

- The State Auditor’s office completed our financial statements audit. Auditors briefed College staff and Board Chair, Kathryn Bennett, earlier in the day.
 - Excellent results.
 - Compliments to Kim Cook, Controller, and Business Office staff.
- A State Board auditor has completed an audit of state grants:
 - No systemic errors were found.
 - An exit interview with the Board will not be held; a letter will be sent to the President.

- In collaboration with the Swinomish Tribe and the North Portland Area Indian Health Board, SVC has been awarded a planning grant to conduct a feasibility study to implement a Dental Health Aid Therapist program.
 - The \$200,000 grant from the Kellogg Foundation will be used to develop a work plan and timeline for the program's development and implementation, to identify interested funders and develop additional grant proposals, assess gaps in what the College currently has in place and what will be needed.
- Data from this year indicate that 67% of students who placed into English 99 and enrolled in English 101 I-BEST passed English 101 their first quarter.
 - This represents a significant improvement compared to the 31% of students who placed into English 99 without the I-BEST support.
 - We will be expanding our offerings of English 101 I-BEST next year.
- Student Services and Information Technology continue implementing the TargetX Student Relations Manager software:
 - This program is critical in both access efforts and retention. It allows faculty and staff to gather and share information as they work with students to ensure we have a well-informed approach to working with students. This is a key part of our Student Achievement Strategy and is funded by our Title III grant.
- The Office of Financial Aid completed the first round of more than 550 award letters for the upcoming 2017-2018 school year.
 - This is more than two months earlier than we have historically issued awards. Getting this information out to students early allows them to be fully informed regarding their financial aid options.
- Whidbey Island Campus hosted the Oak Harbor Chamber of Commerce Business After Hours and Art Stroll on April 20. Thanked Board member, Chris Skinner, for attending.
- Randy Martin, San Juan Center Director, and Dr. Laura Cailloux met with community members on Orcas Island to plan a needs assessment to expand program offerings on Orcas. Local leaders are very interested and working on identifying free spaces to offer courses.
- The San Juan Center and the Marine Technology program are working with the San Juan County Economic Development Council to meet the need for more trained marine mechanics to support summer tourism and the boating industry.

President's Office

- Governor Inslee will be visiting the IPZ (Innovation Partnership Zone) on May 15. His tour will include a visit to all the facilities related to our value-added agriculture strategy, which includes Cardinal Craft Beer.
- Dr. Keegan and Darren Greeno, Dean of Workforce Education, will be presenting information on the BAS-Applied Management to the State Board at their meeting tomorrow, May 10.
 - The State Board will take action in August. If approved, we will hire a faculty member to start during the next academic year and the program would begin in Fall 2018.
- As EDASC Chair, Dr. Keegan is working with the EDASC Foundation and Leadership Skagit to develop an Institute for Civility.
 - An initial meeting has been held. Work will begin in earnest in mid-summer. In the meantime, identifying organizations to partner with and to avoid duplication.

5. Board of Trustees/ACT

- Lindsay Fiker attended the PLEA graduation and noted the front page story in today's Skagit Valley Herald regarding Congressman Larsen's visit to Head Start on May 8.
- Chris Skinner thanked the Foundation for the supporting the Oak Harbor Chamber of Commerce After Hours event and Art Stroll.
- Kathryn Bennett thanked the Trustees for their financial support of the James M. Ford Golf Classic

VI. STUDY ITEM

The following item was presented to the Board for study, and will be presented for action at the June 13, 2017 meeting.

1. Board of Trustees' Regular Meeting Schedule ~ 2017-2018

Dr. Keegan stated that the only suggested change to the current schedule is to hold one meeting at the Whidbey Island Campus instead of two.

VII. ACTION ITEMS

1. Associate of Arts Direct Transfer Degree Agreement/Major Related Program in Computer Science

It was moved by Chris Skinner and seconded by John Stephens to approve the Associate of Arts Direct Transfer Degree Agreement/Major Related Program in Computer Science as presented, effective July 1, 2017.

MOTION PASSED UNANIMOUSLY.

2. Resolution 17-01, Authorizing the Sale of the Former Business Resource Center Building and Property

It was moved by Megan Scott O'Bryan and seconded by Lindsay Fiker to approve Resolution 17-01, Authorizing the Sale of the Former Business Resource Center Building and Property (Attachment A), as presented.

MOTION PASSED UNANIMOUSLY.

3. Skagit/Islands Head Start Continuation Grant – Year Five

The Chair, Kathryn Bennett, commented that she is very impressed with the work of Head Start.

It was moved by John Stephens and seconded by Chris Skinner to approve the Early Head Start and Head Start 2017-2018 Continuation Grant and all the required supporting documents provided in the Head Start report be approved for submittal.

MOTION PASSED UNANIMOUSLY.

VIII. PUBLIC COMMENT

IX. NEXT REGULAR MEETING

June 13, 2017, 4:30 p.m., Mount Vernon Campus – Board Room

X. ADJOURNMENT

There being no further business, this meeting was adjourned at 5:44 p.m.

Kathryn Bennett, Chair

Dr. Thomas A. Keegan, President
Executive Secretary to the Board

ATTACHMENT A

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 4
Resolution No. 17-01

RESOLUTION OF THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 4 (SKAGIT VALLEY COLLEGE)
AUTHORIZING THE SALE OF THE FORMER BUSINESS RESOURCE CENTER BUILDING AND
PROPERTY IN MOUNT VERNON (SKAGIT COUNTY ASSESSOR PARCEL # P52076)

WHEREAS, the President of Skagit Valley College has recommended that the college sell the property at 204 W. Montgomery Street, Mount Vernon (Skagit County Assessor Parcel # P52076); also known as the former Business Resource Center, and

WHEREAS, the building and property are no longer needed by the College for its programs, and

WHEREAS, the revenue from the sale of this property will augment college funds for future investments

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Community College District No. 4, authorizes the sale of the former Business Resource Center building and property at 204 W. Montgomery Street, Mount Vernon (Skagit County Assessor Parcel # P52076).

COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE

ATTEST:



Thomas A. Keegan, Secretary
Board of Trustees


Kathryn Bennett, Chair
Board of Trustees

Dated this 9th day of May 2017