

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, February 13, 2018
4:30 p.m. – Board Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Ms. Megan Scott O'Bryan, Chair
Ms. Kathryn Bennett
Ms. Lindsay Fiker
Ms. Flora Perez-Lucatero
Mr. Chris Skinner
Dr. Thomas A. Keegan, President & Executive Secretary to the Board

I. CALL TO ORDER:

The meeting was called to order at 4:30 p.m.

II. DECLARATION OF A QUORUM

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

III. INTRODUCTION OF GUESTS

No media guests were present; however, Dr. Keegan introduced a young visitor to SVC, Sebastian Rosales.

IV. CONSENT AGENDA

1) Board Meeting Minutes – December 12, 2017; 2) Skagit/Islands Head Start Report;
3) Correspondence; 4) Exceptional Faculty Awards – Teacher Scholar.

It was moved by Christon Skinner and seconded by Lindsay Fiker to approve the Consent Agenda as presented.

MOTION PASSED UNANIMOUSLY.

V. COLLEGE REPORTS

1. ASSVC

No report.

2. SVCFT

Hilda Halliday, SVCFT President, reported the following:

- Work is being done this year in preparation for next year's contract negotiations. A subcommittee has been formed and is reviewing the current Division/Department Chair structure.
- Interested in the outcome of the Supreme Court's ruling on the Janus case, regarding requiring nonunion members to pay dues.
- This will be her last year as SVCFT President, and she believes she has identified a faculty member who is interested in the position.
- Reported that since the budget cuts in 2009, things have never been the same—everyone is doing more with less. She asked the Trustees to keep in mind how much everyone juggles in their workload, not just faculty but in all positions.

3. WPEA

No report.

4. President

New Employees

- Sheila Dresker – Administrative Specialist, Whidbey Island Campus – Began on October 16, 2017.
- Samantha Fagergren – Administrative Assistant 3, Arts & Sciences – Began on January 2, 2018.
- Peter Schlegel – Recruitment Specialist, Student Services – Began on January 2, 2018.
- Adriana Venegas – Recruitment & Dual Credit Specialist, Student Services – Began on October 16, 2017.

Accreditation

The Year Seven comprehensive evaluation visit is scheduled for April 25-27. The team will want to meet with one or two Board members during the visit.

Our self-study is due to the printer at the end of this month. Currently reviewing the draft, very proud of the work that everyone has been doing since the last report. The Board will receive a copy of the self-study once it is finalized.

BAS Applied Management

Received approval from the Northwest Commission on Colleges and Universities for the Bachelor of Applied Science in Applied Management two weeks ago. We can now begin advertising and expect to begin classes Fall Quarter 2018, and anticipate approximately 20 students per cohort.

Enrollment

We are at 79% of our revised Winter 2018 enrollment target, and expect a fair number of Apprentice, International, and other enrollments. We expect to end the quarter at 84% of our revised enrollment target.

We anticipate ending the year at 91-92% of our state-supported enrollment target.

Overall enrollment is actually staying the same in the last three years, but the mix between state-supported and overall enrollment is changing:

- Running Start enrollment has increased.
- Increase in College in the High School:
 - Currently have more than 200 students from three local high schools that are enrolled in at least one college course.
- Programs in Basic Education have increasing enrollment: High School 21+ and Credit Recovery.

We have a solid Strategic Enrollment Management (SEM) Plan, including successful known strategies and other programs, including:

- Partnership with Job Corp—SVC was selected by the Department of Labor to offer a pilot program in hopes that it will be a model across the country. We now have 100 students enrolled and anticipate 300 students in the next 18 months.
- BAS programs.
- Student Achievement Strategy.
- Expansion of I-BEST efforts.

College Capital Projects

The legislature approved the Capital budget within the last month. Money for projects that will not be completed by the end of the biennium was taken away so our minor capital budget was cut by approximately \$1.75 million. Working with the State Board to get some of the funding returned. In the meantime, we are shifting money from minor repairs to more significant projects, such as:

- The Nursing Lab at WIC was completed using about \$85,000 of local funds (we will replace with RMI money).
- The funding for the Old Main major project was taken away so we are making that a priority.

- The one area we may need to address with reserves is repairing roof leaks on Old Main.
- We will have budget work done in the next few weeks and will have a full update at the next Board meeting.
- The major project request for the new library/culinary building has been submitted. The SBCTC expects the announcement of project rankings by the second week of March.
- Sale of the downtown building closed on January 31. The building was purchased by HKP Architects.

Legislative Report

- So far the legislature has been meeting timelines, not sure at this point if the session will be extended.
- Senator Kevin Ranker is Chair of the Senate Higher Education Committee, so we have been involved in additional information sharing with his office.
- A number of policy issues are still in play; the one with the most impact is SB 5993 – which would expand faculty bargaining to allow for local cash balances to be part of bargaining. If this bill passes it will allow faculty to negotiate with administration on the use of reserves.

College Advancement

- Campaign and Foundation Update
 - Removing Barriers Campaign officially ended on December 31, 2017; campaign contributions totaled: \$3,125,475.
 - PACCAR donated a 2010 model year truck with current technology and emission standards. Until recently the most current model year truck in the diesel program was a 2003—ancient by many standards.
 - PACCAR also donated a 2017 model year, stand-alone engine to the Diesel program.
 - These two donations, along with the 2011 Freightliner truck that was donated in December, have provided a huge boost to the Diesel program.
- Early Learning and Family Development Center
 - The vision of an Early Learning and Family Development Center on the Mount Vernon campus has evolved to include a Youth and Teen Development Center through a potential partnership with the Boys and Girls Clubs of Skagit County.
 - We envision a Center for Children and Families that will include the following:
 - Childcare for infants and toddlers on the Mount Vernon campus for children of SVC students and staff.

- Learning lab for SVC Early Childhood Education (ECE) students for internships, practicum and development and testing of best practices.
- Enhanced ECE workforce education for new and current ECE employees.
- The Mount Vernon Boys and Girls Clubhouse on campus for youth and teen development programs, activities, and afterschool care.
- It will cultivate a pipeline of opportunities, from birth through college and include parents, families, and caregivers.
- The Center will serve as a hub for organizations to come together and work on collaborative solutions to the challenges facing young children, youth, and teens, while fostering success.
- Conducting a feasibility study, which Sue Krienen, retired Shell Refinery General Manager and who is leading the project, has agreed to fund SVC's portion of the feasibility study.
- Expect the study to be completed by June. Once completed, the College, Foundation, and the Boys and Girls Club will determine if we will move forward.
- There is a lot of excitement about this project, but we are being cautious and measured in how we move forward.
- Campus View Village
 - Continuing to explore expansion options.
 - Met with a developer who is exploring developing land at the College Way and LaVenture intersection.
- Media/Communication
 - Since the last Board meeting, there have been 11 front page stories, 59 major regional stories, and one national story.

Administrative, Instructional and Student Services

- Two upcoming Arts programs events:
 - *Beauty and the Beast* is the first co-production between SVC and the Theatre Arts Guild (TAG); celebrating TAG's 25th anniversary.
 - 130 actors auditioned for the musical, with a large contingent of SVC students making up the 50 member cast.
 - The play will be presented over three weekends in McIntyre Hall, from February 23 through March 10.
 - Profits from the production will be applied directly to Drama Department scholarships to help recruit gifted actors and theatre technicians from area high schools.
 - The SVC Music Department will host the San Juan Music Educator's Jazz Festival this March, bringing jazz bands and choirs from Whatcom, Skagit, and Island counties to our campus to share in a day of performance and sharing of musical ideas.

- Correction Education
 - Student Services staff member, Aaron Kirk, is leading very innovative work to serve individuals who are in transition from incarceration back into the community.
- The South Whidbey Center has moved to its new location at the South Whidbey Community Center (former Langley Middle School). The move was accomplished prior to the start of Winter Quarter.
- A number of faculty and administrators from across the district have received recognition within the last month:
 - Dr. Roxi Smith, Chemistry instructor Mount Vernon Campus, was nominated for an American Chemical Society ChemLuminary Award for her work with LaVenture Middle School Students. This is a national award for “extraordinary work in promoting chemistry and the chemical sciences.”
 - Ms. Mary Iverson, Art instructor Mount Vernon Campus, continues her national presence. Her work was recently featured at “Murals in the Market” an international mural festival in Detroit.
 - Recently completed a mural for the Starbucks Corporation for their new store at SeaTac Airport.
 - She will soon be completing a mural for Facebook’s Artist in Residency Program.
 - Ms. Gail Davern, English instructor Whidbey Island Campus, recently completed a sabbatical in which she worked on a manuscript that has been selected for publication by Finishing Line Press.
 - Ms. Jill Johnson, English instructor San Juan Island Center, is a finalist in *The Tishman Review’s* Edna St. Vincent Millay Poetry Prize.
 - She was also recently selected as a visiting writer at Midwestern State University.
 - Dr. Gabriel Mast, Dean of Arts and Sciences, was selected from a pool of more than 13,000 applicants to present a paper of his research titled “Institutional Effects on Community College Completion.”
 - In addition, his recent dissertation was the recipient of the Washington Education Research Association’s (WERA) Outstanding Dissertation Award for 2017.
 - The SVC marketing Team – James Walters, Arden Ainley, Don Cairns, Marcus Badgley, and Peter Goodrich, have once again been recognized for design excellence. This time the team is up for the National Council on Marketing & Public Relations Paragon Award. SVC was notified that they have won an award and will find out whether it is gold, silver, or bronze at the upcoming national conference.
- Student Achievement Strategy
 - The Student Achievement Strategy Scorecard was presented to the Board.

5. Board of Trustees/ACT Report

The Chair, Megan Scott O'Bryan, reported that the annual Transforming Lives Award Dinner was, again this year, a great and emotional event.

VI. ACTION ITEMS

1. Recommendation of Pre-Approved Prior Learning Assessment Fee

Information on the proposed fee was provided to the Trustees at their December 12, 2017 meeting.

Staff is recommending a Pre-Approved Prior Learning Assessment Fee, in which students would pay a flat fee of \$250 for up to 30 credits to be transcribed. The proposed amount is similar to the cost charged by other Washington state community and technical colleges that have developed crosswalks.

It was moved by Christon Skinner and seconded by Kathryn Bennett to approve the Pre-Approved Prior Learning Assessment Fee, effective Summer Quarter 2018.

MOTION PASSED UNANIMOUSLY.

2. Recommendation of Assessment Retake and Proctor Fee Revisions

Information on the proposed fee revisions was provided to the Trustees at their December 12, 2017 meeting.

Currently, Skagit Valley College students pay \$15 to retake an ACCUPLACER placement test; non-SVC students pay \$20 per hour for test proctoring.

Due to increased costs in the minimum wage and ACCUPLACER testing, we propose the following fee structure be approved:

- ACCUPLACER retakes: \$25
- Test proctoring fee for non-SVC students: \$40 per hour.

It was moved by Kathryn Bennett and seconded by Lindsay Fiker to approve the Assessment Retake and Proctor Fee Revisions, effective Summer Quarter 2018.

MOTION PASSED UNANIMOUSLY.

3. Recommendation of High School Completion General Fee Waiver.

Information on the proposed waiver was provided to the Trustees at their December 12, 2017 meeting.

In 2015, the Board of Trustees approved a tuition waiver for HS21+ students enrolled in college coursework that meets HS requirements. This provided students enrolled in the HS21+ program an economically viable way to earn college credit along with their high school diploma. The award of college credit also makes it easier for students to transition to a college certificate or degree program. These students count as basic skills students transitioning to college, and the college earns SAI points accordingly.

When staff proposed the tuition waiver it did not include a request to waive any of the associated fees. Because these fees are a barrier for students who are not eligible for financial aid and typically low income, we are requesting that the following fees also be waived for HS21+ students: General Fee (\$3.50/per credit), Student Self-Assessed Fee (\$1.50/per credit), and Universal Technology Fee (\$10.00/per credit). This past year we are grateful to the SVC Foundation for providing funds to cover the cost of these fees for HS21+ students.

HS21+ students who enroll in college level coursework typically do not exceed 5 credits per quarter. The above fees for a 5-credit class come to \$75. We anticipate up to 30 HS21+ students enrolled in college level classes each quarter so the loss of revenue is estimated not to exceed \$2250 per quarter. HS21+ students would still be responsible for the cost of text books, and course fees (such as lab fees).

It was moved by Christon Skinner and seconded by Lindsay Fiker, to approve the High School General Completion General Fee Waiver, effective Summer Quarter 2018.

MOTION PASSED UNANIMOUSLY.

4. Recommendation of Academic Calendars for 2018-2019 and 2019-2020

Information on the proposed Academic Calendars for 2018-2019 and 2019-2020 was provided to the Trustees at their December 12, 2017 meeting.

It was moved by Kathryn Bennett and seconded by Christon Skinner to approve the Academic Calendars for 2018-2019 and 2019-2020 as presented.

MOTION PASSED UNANIMOUSLY.

VII. PUBLIC COMMENT

No requests were submitted.

VIII. NEXT REGULAR MEETING

March 13, 2018, 4:30 p.m., Board Room – Mount Vernon Campus.

IX. EXECUTIVE SESSION

At 5:21 p.m., the Chair announced that the Board would take a brief recess and then convene into Executive Session to review the performance of public employees and to discuss a real estate item. She stated that the Executive Session would take approximately 30 minutes, and that the Board did not plan to take action when they reconvened into open session.

Recessed at 5:21 p.m.

Convened into Executive Session at 5:28 p.m.

Adjourned Executive Session at 5:58 p.m.

Reconvened into Open Session at 5:59 p.m.

X. ADJOURNMENT

There being no further business, and no action taken following the Executive Session, the meeting was adjourned at 6:00 p.m.

Megan Scott O'Bryan, Chair

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