

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, October 8, 2019
4:30 p.m. – Board Room
2405 E. College Way
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Mr. Christon Skinner, Chair

Ms. Lindsay Fiker

Ms. Flora Perez-Lucatero

Dr. Thomas 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, Christon Skinner, recognized that a quorum of Board members were present.

III. INTRODUCTION OF GUESTS

No media guests were present.

IV. RECOGNITION OF TENURE

Dr. Kenneth Lawson, Vice President for Instruction, introduced Christy Gough and Heather Riley, Nursing instructors, who were awarded tenure at the June 11, 2019 Board of Trustees meeting.

The Chair announced that there would be a ten-minute recess for refreshments and celebration.

The meeting was recessed at 4:32 p.m. and reconvened into open session at 4:42 p.m.

V. CONSENT AGENDA

1. Board Meeting Minutes – June 11, 2019; 2. Board Special Meeting Minutes – September 6, 2019; 3. Skagit/Islands Head Start Report; 4. Correspondence

It was moved by Lindsay Fiker and seconded by Flora Perez-Lucatero to approve the Consent Agenda as presented.

MOTION PASSED UNANIMOUSLY.

VI. COLLEGE REPORTS

1. ASSVC

Gus Kidane, ASSVC President for the Mount Vernon Campus, reported the following:

- Participated in Student Learning Training, August 26-27;
- Leadership Training took place in early September;
- MV ASSVC held their first meeting on September 27, continuing work of last year's board, which includes reviewing the ASSVC constitution and by-laws;
- Mount Vernon Campus ASSVC meetings take place on Mondays at 1:30 pm, Whidbey Island Campus ASSVC meetings take place on Fridays at 1:30 pm;
- Club Advisors meeting will take place on October 9;
- Elections will take place on October 22 and ASSVC board interviews will follow.
- Both program boards will hold fall festivals—October 24 at Whidbey Island Campus and October 31 at Mount Vernon Campus;
- Voter registration is a priority for ASSVC.

2. SVCFT

Kip Zwolenski, SVCFT President reported the following:

- Membership continues to grow. Two-thirds of the membership is full-time faculty, one-third associate faculty;
- Faculty ratified the new contract on October 7. Thanked everyone for the great experience. Work will continue regarding the Nursing funding.

The Chair thanked Kip for his hard work on the contract.

Dr. Keegan acknowledged Kip for his leadership, and thanked him for the professional relationship they have developed in staying above the negotiating level.

Kip stated that he has been recently been part of a group presenting to other colleges on equity issues and that equity was definitely a key issue influencing the work on the contract.

3. WPEA

No report.

4. President

Introductions

New Employees:

- Allen Baros – English Instructor
- Britney Covert-Avilla – Director of Recruitment and Dual Credit Programs
- Fayez Hjouj – Engineering Instructor
- Carl Howell – I-CATCH Navigator and Men’s Head Basketball Coach
- Aaron Klesick – Automotive Technology Instructor
- Colleen Sanders – Librarian
- Scott Snider – Director of Security and Emergency Management
- Shelley Vendiola – Navigator ABWAD

Beijing Foreign Studies University Exchange Instructor for 2019-2020:

- Dr. Keegan introduced Xixu Cheng to the Board of Trustees. Chair Christon Skinner presented Xixu with a welcome gift from the Trustees.

Enrollment

- State enrollment is about the same as last fall, with total FTEs at 97%.
- International enrollment is down, approximately 77% of last fall’s enrollment.
- BAS enrollment is strong and up from last fall.
- Running Start enrollment is up by 10%.
- HSI is at 20%--up 2% from the end of last year.
- Fall-to-Fall retention is at 50%, an all-time high.
- First Quarter Experience (FQE) participants’ retention is at 62%. This fall we will be changing the criteria to make FQE mandatory for more students.
- Fall quarter enrollment will continue to increase as additional Apprenticeship and International enrollments occur.

Capital Projects

Early Learning Center:

- Reached our campaign goal of \$2.9 million.

- Community fundraising team will continue to raise money through February.
- Additional funds will be used for increased square footage or equipment and other enhancements.
- The project goes before the SBCTC for approval on October 10.
 - Architect selection will take place by the end of November.
 - Design process December 2019-April 2020.
 - Construction scheduled for August 2020-May 2021.

Dental Health Aide Therapist Lab:

- Remodel within Angst Hall to create a lab space for the new Dental Health Aide Therapist program.
 - \$350,000 legislative allocation for the project led by Representative Lekanoff.
 - Planned construction timeline is April-July 2020.

Advanced Manufacturing Lab Remodel – Reeves Hall:

- Remodel within Reeves Hall to update and expand the composites lab.
 - Construction scheduled for March-August 2020.
 - Budget: \$1 million--\$884,000 from the Minor Capital Program, \$106,000 from local funds.

Classroom Remodels and Technology Upgrades – Multiple Buildings:

- Upgrading and installing audiovisual technology consistent with our IT standards in 36 classrooms across the district.
 - Construction scheduled for April through July 2020.
 - Budget: \$298,000 (Classroom Remodel and Technology upgrades).

Cybersecurity Upgrades – Multiple Buildings:

- Implementing infrastructure improvements to match state Information Technology standards.
 - Construction scheduled for February-May 2020.
 - Budget: \$343,000.

Old Main Building Renovation Whidbey Island Campus:

- Continuing to work on Old Main renovations. Includes replacement of decks, doors and soffits, and evaluation and possible replacement of infrastructure

related to the heating system, and replacement of several sections of roofing and exterior repairs.

- Proposed construction: May 2020-October 2021.
- Budget: \$1.3 million.

Norwood Cole Library Repairs:

- Restore and reseal the north wall of the Norwood Cole Library Building.
 - North face of the library allows water to penetrate the envelope, resulting in rot in the exterior walls, corrosion of metal window frames, and water damage inside of the building.
 - Construction schedule: December 2020-March 2021.
 - Budget: \$538,000.

Ford Hall Re-roofing:

- Construction schedule: April 2020-October 2020.
- Budget: 635,000.

Head Start Expansion Projects:

- Received funding from the Office of Head Start for one-time, start-up funding to purchase and renovate Head Start facilities.
- New sites have been identified in Burlington and Oak Harbor, as well as replacement of the current San Juan Center Modular.
 - Construction schedule: Varies—January 2020-September 2021.
 - Budget: \$3.6 million.

College Advancement

Foundation:

Dr. Keegan thanked the Trustees for their pledges to support Foundation fundraising events.

Three upcoming Foundation events:

- Science and Engineering President's Reception is scheduled for October 9 in Angst Hall.
- First-ever, Scholarship Breakfast is scheduled for November 5, 7:30 a.m. at McIntyre Hall.
 - Dr. Robert Gates was scheduled to speak, however, he has been asked to speak in Germany on that date. His wife, Mrs. Rebecca Gates, has agreed to serve as our keynote speaker.

- 17th Annual Athletic Auction is scheduled for November 9, 5:00 p.m., Dave DuVall Pavilion.

Marketing and Communications:

- The College will be hosting the annual National Council of Marketing and Public Relations (NCMPR) fall regional conference at the San Juan Center, October 23-25.
 - The annual event brings marketing and public relations professionals from Idaho, Oregon, British Columbia, Washington, and Montana to our region.
 - James Walters, Director of Marketing and Communications, is the Board Director for District 7, which consists of seven western states and three Canadian provinces. James was recently elected to the National Executive Board and holds the Secretary/Treasurer position.
 - SVC's marketing team will also be receiving Medallion awards for outstanding work in their field.

Instruction

- Program Closures:
 - The Criminal Justice, Computer Information Systems, and Office and Business Technology programs will close at the end of the 2020-2021 academic year.
 - The last quarter for new student enrollment in these programs is this fall.
 - The programs have entered into the "teach-out" phase, in which students are given the opportunity to complete their certificate and degree requirements over the next two years.
 - All new and current students have been informed of the status of the programs and have met with advisors, navigators, and faculty to construct education plans to facilitate on-time completion.
- The College has successfully completed a three-year College Spark Grant to implement Guided Pathways and increase the transition rates of students who place below college level English.
 - Based on the excellent work of the English Department in collaboration with IBEST faculty, the options for students to take accelerated models of pre-college English has dramatically increased.
 - In addition, the percentage of students who place below college-level English and subsequently successfully complete English 101 has increased by 10%.

- With this infrastructure change, we expect this trend to continue at pace, with at least another 10% increase in rates occurring in the next two years.
- Nursing program graduates from last spring had a 100% first time pass rate of the National Council Licensure Examination.
- The Department of Education has recently notified us that the INVEST program has been approved as a Comprehensive Transition Program, which will allow students in the INVEST program to access financial aid and support our efforts to expand program access.

Student Services

- Recently established the Office of Student Wellness as part of the Operational Planning process for this year.
 - Sandy Jordan serves as the Program Director.
 - Busy with planning and offering events and materials, including:
 - Sandy and counselors met with fall quarter athletes, coaches, athletic trainer, and staff for a brief-in-person introduction and review of resources on campus. These meetings will also be held with winter and spring athletes.
 - The Director of Student-Athlete Health Wellness from the National Association of Intercollegiate Athletics (NAIA) will be on campus, Sunday, October 13 to present to SVC coaches, staff, counselors, and student-athletes on the following topics:
 - Catastrophic Injury for coaches.
 - Mental health and athletics for student-athletes, and others.
 - Mental health within athletics is reaching a critical area for student athletes nationwide. Counseling has developed a one-pager for faculty on working with students in crisis.
- The Office of Student Life and the Office of Student Equity & Inclusion Services hosted the College's first Convocation at both the Mount Vernon and Whidbey Island campuses.
 - The ceremony included a welcome from Dr. Keegan, a tribal drum and song blessing, Aztec dance performance, a welcome from Dr. Claire Peinado, Vice President of Student Services, and stories from both current students and alumni.
- Those two offices also partnered to host our fifth annual Powwow on October 5.

- Athletics
 - Appointed Nancy Anderson, Physical Education instructor and NWAC female commissioner, as Interim Athletic Director for 2019-2020.
 - Will conduct a national search and they will step into the role on July 1, 2020.
 - Deb Castle will take over as the Women's Head Basketball Coach.
 - Carl Howell has been hired as the Men's Head Basketball Coach.

- Led by the Administrative Services team, the College hosted the inaugural Skagit County Community Preparedness and Prevention Fair. Federal, state, county, and local agencies participated in presentations and demonstrations. We expect to host the event again next year.

Community Partnerships

- KSVR is partnering with the Burlington and Mount Vernon libraries on a Spanish-speaking show to highlight library programming and community events.

- Yadira Rosales, Associate Vice President for Equity and Inclusion, is partnering with Mount Vernon School District staff to offer a Parent Leadership Training Institute.
 - Purpose is to work with parents to better understand the K-12 system so they can better advocate for their children.
 - While not limited, the focus is on Latino families/Spanish-speaking families.
 - Will build on current efforts, but working to add two important components:
 - College credit for parents.
 - Second-year (advanced) program led by the College.

- Working with Skagit County on three projects:
 - Wetlands mitigation—soccer field development.
 - Artificial turf for the softball fields.
 - Along with Mount Vernon School District and Mount Vernon Junior Baseball Club—artificial turf for the baseball field.

President's Office

- At the retreat in September, the Board requested that Dr. Keegan prepare draft language for two Board Goals. The two draft goals were distributed.
- Accreditation:
 - Year One Mission and Core Themes Report was recently submitted to the Northwest Commission on Colleges and Universities (NWCCU). The Mission report is to prepare for the Year Seven visit, which prepares the College for a successful assessment that the College is meeting its mission.
 - Ad Hoc visit will take place on October 10. This is a follow-up to our 2018 comprehensive visit. There will be a single evaluator who will meet with faculty, students, and administrators.
 - Ad Hoc and Year One Mission and Core Themes reports were distributed to the Board. Very proud of our work.
 - Dr. Keegan and Dr. Lawson, will meet with NWCCU during winter quarter to receive the final report.

5. Board of Trustees/ACT

Christon Skinner:

- The Board held a retreat in September—very productive meeting with a lot of good information.
- Notified by the Governor’s Office today that Megan Scott O’Bryan has been appointed to another five-year term. Congratulations to Megan.
- ACT Legislative Retreat is scheduled for November 7, and ACT’s Fall Conference on Nov 8. Anticipating a limited amount of attention to higher education needs in the upcoming legislative session.
- Expressed his appreciation for the one page SVC highlights that Dr. Keegan provides to the Board each month.

Lindsay Fiker:

- SVC will be one of the presenters at the ACT Fall Conference. Topic is “Best Practices on Tenure.”

Flora Perez-Lucatero:

- Attended the Head Start Policy Council meeting—excited to learn about their plans and to learn more about Head Start and its relationship with SVC.

VII. STUDY ITEMS

Dr. Keegan presented information on the three proposed degrees listed below that will be brought before the Board in November. Each of the degrees being presented are innovative and are the result of our instructional deans' review and analysis of internal and external data. He thanked Dr. Lawson, Dr. Gabriel Mast, Executive Dean for Instruction, and Lynnette Bennett, Dean of Instruction, for their work on the proposed degrees.

1. Associate in Applied Science Degree – Dental Therapy
2. Associate in Applied Science Degree – Information Management & Data Science
3. Associate of Science Transfer Track 2 Major Related Program - Engineering

VIII. PUBLIC COMMENT

No requests were submitted.

IX. NEXT REGULAR MEETING

November 12, 2019, 4:30 p.m., Whidbey Island Campus – Oak Hall 306

X. EXECUTIVE SESSION

The Chair announced that the Board would convene into Executive Session to discuss collective bargaining negotiations. He stated that the Executive Session would last for approximately 30 minutes, and that the Board did not plan to take action when they returned to open session.

Recessed at 5:36 p.m.

Convened into Executive Session at 5:39 p.m.

Reconvened into Open Session at 6:25 p.m.

XI. ADJOURNMENT

There being no further business and no action taken following the Executive Session, this meeting was adjourned at 6:26 p.m.

Christon Skinner, Chair

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