

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, December 13, 2016
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 A. Keegan, President & Executive Secretary to the Board

I. CALL TO ORDER:

The meeting was called to order at 4:31 p.m.

II. DECLARATION OF A QUORUM

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

III. INTRODUCTION OF GUESTS

Arden Ainley, Chief Public Information Officer, introduced Tonya Bieche, a community member interested in the College and the Board meeting process.

IV. CONSENT AGENDA

1.) Board Meeting Minutes – November 8, 2016; 2.) Correspondence; 3.) Head Start Report

It was moved by John Stephens 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 President of the Mount Vernon Campus, reported the following:

- Student leaders attended the Fall CUSP Legislative Academy, November 17-18. Students heard from and dialogued with representatives from the legislature and State Board, and conducted regional and system-wide business.
- The Student Technology Fee Committees have concluded the award process and notified requestors. The committee will continue during Winter Quarter as they conduct an annual review of governing documents.
- The Services and Activities Fee allocation process will take place during Winter Quarter. Student Committee applications will be due on January 9, and funding request applications will be due on January 23.
- Student Leaders will have the opportunity to travel to Olympia on January 26 and participate in the CUSP/WACTCSA Legislative Advocacy Day. Student Leaders will be scheduling meetings with legislators for that afternoon.
- The Mount Vernon ASSVC provided \$2500 in funding to support the Welding Club trip to the FabTech conference in Las Vegas.
- The Mount Vernon ASSVC approved the constitution for the new Manufacturing Club and allocated \$500.
- Whidbey Island Campus ASSVC sponsored an educational event called “Meet Your Local Government Officials.” Four of the seven Oak Harbor City Council members attended along with the Mayor of Oak Harbor and the Oak Harbor Chief of Police.
- On December 8 the Whidbey Island Campus ASSVC held a “Cookies and Cocoa with Santa” event where students and their families could take pictures as well as write letters to Santa.

2. SVCFT

No report.

3. WPEA

No report.

4. President

Introductions

New Employees:

- Marcus Badgley – Web Content Specialist, College Advancement – began on November 16.

- Rob Hatfield – Credentials Evaluator, Student Services – began on November 16.
- Estevan VivancoMeza – Student Success Navigator, Student Services – began on July 11.

Enrollment

- Fall 2016 Enrollment:
 - Currently at 95% of our state target for Fall Quarter.
 - There will be a small increase as we close out the quarter.
 - Expect to be about 4% short of the target.
- Taking a number of actions to increase enrollment in Winter and Spring Quarters.
 - Primary reason for low enrollment is the limit on counting international FTEs—the limit is currently at 2%.
- The system is currently off about 4% this year, similar to last year.
 - Projected enrollment shortfall this biennium for the system is 4,600 FTEs.
 - There are thousands of international FTEs across the system that we could count if not for the self-imposed limit.
 - Concern on how this positions us for the upcoming legislative session.
 - The four year schools have no limit on counting international student enrollment and are exceeding their target.
 - Dr. Keegan was asked by WACTC to chair a committee that presented an option of a 10% international enrollment limit. A vote was taken at the last WACTC meeting and resulted in a tie, so it did not pass. The international FTE limit will stay at 2% for the time-being.

College Capital Projects

- Artificial turf and lighting for the soccer field:
 - Consultants developed a project with an estimated cost of \$2 million; \$400,000 more than anticipated.
 - ASSVC has committed \$500,000.
 - A local soccer association has also committed \$500,000.
 - Considering a \$500,000 loan from reserves, to be paid back by rental revenue.
 - Currently in discussion with a couple of organizations and we anticipate raising additional funds. If things fall into place we could start construction as early as this May to be ready by Fall 2017, or by May 2018 for the Fall 2018 season.
 - Currently the field is used 80% of the time by the College. With the upgrade, use will change to about 20% College, 70% community use and 10% intramural activities.

- Child Care
 - Mary Ellen Lykins, Head Start Director, is leading the effort to apply for grants through Head Start for a modular building that would be located across the street from the Mount Vernon Campus on LaVenture.
 - Working with community member, Sue Krienen to explore the possibility of an Early Learning Center on the Mount Vernon Campus.
 - This would expand the College's role in early childhood education in Skagit County by providing family life training to other learning centers across the community and operators of private, in home child care.
 - Additional fundraising would be required; Sue may be willing to lead those efforts.
 - Dr. Keegan will be presenting, along with Sue, at the Children's Council in January.
- Expansion of Manufacturing Tech Program:
 - Exploring expansion of the Manufacturing Tech program along with Chinook and the Northwest Career and Technical Academy, as we all have an interest in expanding in the area of light manufacturing. Expect this process to take a few years.
 - In the meantime, plans are in place to improve the existing facilities with minor remodel work.

Legislative Report

- Operating Budget:
 - The Governor's budget was released earlier today.
 - Expect a major shortfall, \$2-4 billion.
 - The McCleary decision will have a major impact on the state budget.
 - A copy of the system request was distributed to the Trustees.
 - Legislative activities in January—the ACT meeting, Transforming Lives Dinner, and the annual Legislative Reception co-hosted with Bellingham Technical College and Whatcom Community College.
- Capital Budget Planning:
 - WACTC voted on the capital funding formula for the 2019-2021 biennium:
 - Significant new approach—interest in spreading projects around the system.
 - Every college will compete—all colleges with a score above 70 will be placed on a list in rank order. That ranking will create a pipeline of projects that will remain in place until all projects are funded.
 - Depending on the budget over the next decade or two, all colleges on the list are “guaranteed” a project.
 - Impossible to project on how this new process will impact SVC, or any college.

College Advancement

Foundation:

- Hosted a very successful first event, “Evening with Champions,” prior to the Champions of Diversity awards ceremony on November 30.
 - Received over \$20,000 in corporate sponsorships.
 - Over \$34,000 in scholarships were awarded at the ceremony, with over \$1.7 million awarded since inception of the program.
 - The Evening with Champions event highlighted the integration and collaboration of Culinary, Cardinal Craft Brew, McIntyre Hall, and Sustainable Agriculture programs.
 - The events were the front-page story in the Skagit Valley Herald on December 5.
- Hosted the annual Skagit Valley College Foundation holiday reception on December 7 at McIntyre Hall.
 - Approximately 120 in attendance.
 - Another year of record giving, \$1.7 million—up 22% from the prior year.
- Campus View Village (CVV):
 - CVV is at full capacity for winter quarter and there is a waitlist.
 - The Foundation Board of Governors’ CVV Committee has asked staff to proceed with a feasibility study for possible expansion of housing and development of Foundation owned land adjacent to CVV.
 - A proposal for the scope of a feasibility study will be presented to the Board of Governors in January 2017.
- Removing Barriers Campaign Update:
 - To-date, \$1,719,461 in gifts and pledges from 59 donors has been raised.
 - Notable recent gifts:
 - \$100,000 from the Jeff & Linda Hendricks Family Foundation;
 - \$10,000 from Chris Foster for Marine Tech;
 - \$10,000 from an anonymous donor for Marine Tech.
 - Acknowledged the efforts of Brad Tuininga, Director of Philanthropy.
- Marketing and Communications:
 - The College was featured on the front page of the Skagit Valley Herald five times during the months of November and December.
 - The great work of our faculty and staff have been profiled, and Arden Ainley has been leading the media effort.
 - We are very proud of our newest special edition of *Currents*, which includes the SVC Foundation Annual Report.

Administrative, Instructional & Student Services

Administrative Services:

- The College hosted and participated in the Skagit County Department of Emergency Management Active Shooter drill on Saturday, November 19.
 - SVC's Emergency Operations Center (EOC) was staffed for the drill.
 - Many good lessons were learned from the exercise.
- Completed a shelter in place and a lockdown drill at Mount Vernon, Whidbey Island, and San Juan locations on November 23.
 - First "live" test of the new locking system.
 - Locked down the three sites, had faculty, students, and staff practice response and exercised the EOC at each location.
 - Good communication during the event and, as always, many lessons were learned.

Instruction & Student Services

- Completed the first quarter of mandatory First Quarter Experience (FQE).
 - Initial data indicate that it has been successful:
 - Ninety percent of students reported good to excellent understanding of the course outcomes at the end of the quarter.
 - Initial retention data shows that as of early December, 84% of students in a FQE have enrolled in winter quarter courses.
 - Expect that number to increase prior to the first day of classes.
 - Past years' fall-to-winter retention rate has been at 74%.

President's Office

- Early next year we will host a summit of economic development leaders on the Mount Vernon Campus to discuss the tourism/hospitality industry cluster.
 - Will explore ways in which the College can provide support.
 - Similar to the work done that helped create the Innovation Partnership Zone (IPZ), which led to the development of the Craft Brew Program.
 - Expect that it will require expansion of current kitchen facilities. We will be looking for financial support for the expansion.
- Post-election activities:
 - Dr. Keegan has talked with each of the Trustees individually, as well as provided them with a copy of the email he sent to faculty and staff in November.
 - Dr. Keegan is considering writing a "Voices of the Valley" segment for the Skagit Valley Herald. He plans to include some of the language from his commencement remarks—reinforcing SVC's environment of respect,

integrity and freedom of speech and thought and what it means to have open dialog.

- Green Dot Training – bystander intervention training designed to develop skills for intervening when witnessing a bias event, such as sexual harassment or discrimination. Training will be made available throughout the year.
- Safe Zone Training – designed to learn about gender and sexual, LGBTQ identities and issues, is currently underway.
- Last week the WACTC presidents’ signed a letter to President-elect Trump requesting continuation of the Deferred Action for Childhood Arrivals (DACA) program. In addition, Dr. Keegan recently signed a similar national college presidents’ letter to President-elect Trump.
- Considering the development of an “Institute of Civility.”
- Also considering, holding a summit to meet with local city and county leadership on how we can all work together.

5. Board of Trustees/ACT Report

The ACT Winter Legislative Conference will take place January 23-24, 2017 in Olympia.

VI. PUBLIC COMMENT

No requests were submitted.

VII. NEXT REGULAR MEETING

February 14, 2017, 4:30 p.m., Board Room – Mount Vernon Campus.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:22 p.m.

Kathryn Bennett, Chair

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