

MINUTES OF THE BOARD OF TRUSTEES MEETING  
COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE  
Tuesday, February 11, 2020  
12:30 p.m. – Board Room  
2405 E. College Way  
Mount Vernon, WA 98273

BOARD MEMBERS IN ATTENDANCE:

Mr. Christon Skinner, Chair

Ms. Kathryn Bennett

Ms. Lindsay Fiker

Ms. Flora Perez-Lucatero

Ms. Megan Scott O'Bryan

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

I. CALL TO ORDER:

The meeting was called to order at 12:34 p.m.

II. DECLARATION OF A QUORUM

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

III. INTRODUCTION OF GUESTS

Arden Ainley, Chief Public Information Officer, reported that there were no media guests present, however, Dr. Keegan would be making a special introduction during the action items.

IV. CONSENT AGENDA

1. Board Meeting Minutes - December 10, 2019; 2. Skagit/Islands Head Start Report; 3. KSJU FCC License; 4. State Accountability Audit for July 1, 2015-June 30, 2019 and Financial Statement for July 1, 2018-June 30, 2019

It was moved by Megan Scott O'Bryan and seconded by Kathryn Bennett to accept the Consent Agenda as presented.

MOTION PASSED UNANIMOUSLY.

V. ACTION ITEM

1. Recommendation of Academic Calendars for 2020-2021 and 2021-2022

It was moved by Kathryn Bennett and seconded by Lindsay Fiker to approve the Academic Calendars for 2020-2021 and 2021-2022 as presented.

MOTION PASSED UNANIMOUSLY.

2. Recommendation of Resolution 20-01, Naming of the Basketball Court in the DuVall Pavilion on the Mount Vernon Campus

This item was deferred until later in the meeting.

## VI. COLLEGE REPORTS

1. ASSVC

No report.

2. SVCFT

No report.

3. WPEA

No report.

4. President

New Employee:

- Margaret Simpson, Human Resources Consultant

Capital Projects

- Early Learning Center
  - Architects have been selected and an initial meeting attended by Dr. Keegan, Dr. Ed Jaramillo, Vice President of Administrative Services, and Brad Tuininga, Executive Director of SVC Foundation has been held. The next meeting will bring all of the stakeholders together to validate their requirements and balance them with the current available budget.
  - SVC Foundation has raised an additional \$90,000 since December 2020, bringing the total raised to \$2,993,900.
- Dental Health Therapy Aide Lab (DHAT)
  - The remodel of lab space in Angst Hall for the DHAT Program is on schedule, with the grand opening planned for early September.

- The \$500,000 legislative allocation was sponsored by Representative Debra Lekanoff.
- Pickle Ball Pavilion
  - The feasibility study projected the cost for the project between \$1.5 million to \$1.9 million. The generous donor, Claude Blackburn, originally pledged \$1 million but has increased the commitment to \$1.5 million.
  - Next steps:
    - Memorandum of Understanding with the Foundation. Land would be leased to the Foundation for one dollar per year; the Foundation will construct and eventually gift the Pavilion to the College.
    - Expect construction to be completed by December.

### Grant Updates

- In January we submitted approximately \$5 million worth of federal grants:
  - CAMP: Serving migrant farm workers and their family members.
  - TRIO: Applying for the next five-year cycle.
  - Job Corp Scholar
- Marilyn Franklin, Grant Writer, is working for us via distance and wrote the above grants. Dr. Claire Peinado, Vice President of Student Services, and Anne Clark, Vice President of College Advancement, have also contributed to the grant process.

### Legislative Report

- Representatives Dave Paul and Debra Lekanoff have been in regular contact seeking input on specific issues. Rewarding to have them in contact with us and helping to shape those conversations.
- Have been to Olympia a few times this session and have had the opportunity to meet with most of our legislators.
- Two policy items that are receiving the most attention are:
  - Revenue in support of the Workforce Investment Act—adjusting the sources of revenue.
  - Office of Superintendent for Public Instruction's (OSPI) proposal for the community and technical colleges to pay for Dual Credit student fees and books for students enrolled in College in the High School or Running Start.
    - The K-12 systems receives funding for books, the community and technical college system does not.
    - Will keep the Board posted on any deadline time to contact legislators on this issue.

V. ACTION ITEM (continued from earlier in the meeting)

2. Recommendation of Resolution 20-01, Naming of the Basketball Court in the DuVall Pavilion on the Mount Vernon Campus

Dr. Keegan stated that the recommendation of Resolution 20-01 recognizes Steve Epperson's contributions, as the Head Coach of the women's basketball team for the past 42 years and his many years as the College's Financial Aid Director.

The Board Chair, Christon Skinner, read Resolution 20-01, Naming of the Basketball Court in the DuVall Pavilion on the Mount Vernon Campus as Epperson Court (Attachment A).

It was moved by Flora Perez-Lucatero and seconded by Megan Scott O'Bryan to approve Resolution 20-01, Naming of the Basketball Court in the DuVall Pavilion on the Mount Vernon Campus as Epperson Court.

MOTION PASSED UNANIMOUSLY.

The Chair congratulated Steve and presented him with a framed copy of the resolution.

Dr. Keegan announced that when the gym floor is refurbished, the name Epperson Court will be added.

VI. COLLEGE REPORTS (continued)

4. President's Report (Dr. Keegan resumed his report.)

College Advancement

- Foundation
  - Endowment income for 2019 was just under \$2.2 million, largest endowment income in the history of the Foundation.
  - The Foundation will consider allocating over \$600,000 for endowed scholarships and program support this year—a 54% increase over last year.
    - Of the \$600,000, \$36,046 will be allocated for Exceptional Faculty Awards.
    - Annual and endowed scholarships combined, over \$700,000 will be awarded to students.

- With Executive Director Brad Tuininga's leadership, we are moving forward with fundraising with the San Juan Island Community Foundation for the expansion of the Head Start Center in Friday Harbor.
  - The Community Foundation will provide leadership and connection to local donors for a three-classroom Head Start facility in Friday Harbor. Head Start has provided funding for a two-classroom replacement.
  - Goal is to raise \$375,000 for the additional classroom/family resource space and playground.
  - Received \$60,000 in pledges and hope to secure a \$100,000 matching gift before March 11.
  - We will cohost a Head Start/Early Learning event with San Juan Island Community Foundation on March 11—Board members are welcome to attend.
- Marketing and Communications
  - The Marketing and Communications team has been nominated for two Paragon Awards from the National Council for Marketing and Public Relations (NCMPR). The awards are a tribute to the great work that the team produces.
  - Since the last Board meeting, SVC has enjoyed fantastic media coverage about a variety of highlights, initiatives, and accomplishments:
    - Five front-page stories.
    - 79 major regional stories.
    - 27 features about Cardinals' athletics.

#### Administrative, Instructional, and Student Services

- Advising
  - Advising staff completed 1,465 Education Plans during fall quarter. Education Plans map out each class an individual student will need to take to complete their degree or certificate.
  - As of December, Planning Guides have been completed and published for every degree program offered at SVC. Planning Guides are a centerpiece of our Student Achievement Strategy and require collaboration between Instruction and Student Services faculty and staff.
  - A Planning Guide is a one-page electronic document that contains:
    - A brief program overview.
    - Sample career options.
    - Information about the purpose of the degree.

- A degree map, which provides a recommended sequence of courses for students to complete their degrees.
- Financial Aid
  - In 2018-2019 the Financial Aid Office disbursed record levels of grant aid to students at SVC. Additionally, we are seeing a continued, substantial decline in student borrowing year-to-year.
- Dual Credit Programs
  - College in the High School (CHS) enrollments have increased by 29% compared to this time last year. Our annual target for CHS enrollments was 260, which has already been exceeded.
- Athletics
  - The search for a new Athletic Director is underway. Expect the position to be filled by July 1. The committee is reviewing files and will hold the first round of interviews on February 18.
  - Nancy Anderson has been serving as Interim Athletic Director and doing a fantastic job.
  - Joe Amaral, previously coached at Squalicum High School, was hired as our new volleyball coach.
  - The men's basketball team got off to a record start, 20-0. Coach Carl Howell was recently honored as the National Junior College Coach of the Week.
- Information Technology
  - ctcLink planning phase has been completed and we were successful in passing through Gate 1 of the process. We scored the highest possible score in each category of the peer review. We were commended for including our Guiding Principles as part of the project as well as for having a set of Guiding Principles for the project itself.
    - Expect to start the next phase on March 30.
  - Phishing attacks are becoming more sophisticated. Encouraged the Trustees to be conscious of any emails received from the College with requests that are out of the ordinary or seem suspicious and to check in with the President's Office to ensure that the requests received are real.
- Security/Emergency Preparedness
  - Conducted a tabletop drill with a bomb threat scenario last week. Included a brief lockdown and a test of all our emergency notification systems—all tests passed.

- We can now launch emergency notification to WIC from MV and vice-versa.

## Partnerships

- The College is partnering with Glasair Aviation to offer customized training. The work is supported with a \$71,000 Job Skills Program Grant from the SBCTC.
- Dr. Keegan recently signed two memorandums of understanding to expand community partnerships:
  - YMCA to explore:
    - College use of YMCA facilities.
    - Credit courses using the swimming pool.
    - Training for YMCA staff.
    - Discount membership for students and employees.
  - EDASC:
    - To jointly offer Leadership Skagit.
    - Requires two people to replace Kate Bennett:
      - Dr. Laura Cailloux will teach and develop curriculum.
      - Mary Trester has been hired as Program Manager.
- College Success Foundation (CSF):
  - SVC recently agreed to serve as a regional site for CSF.
  - CSF works with foster care and homeless youth who have aged out of foster care.
  - CSF is currently working with Mount Vernon School District.
  - The regional site will have an office for a regional director and additional student navigator.
- Ann Avary, Director of the Center of Excellence for Marine Manufacturing & Technology, is leading a system-wide, intensive professional development program for workforce faculty, deans and administrators related to implicit bias. The institutes have been well received and are typically fully enrolled. Gretchen Robertson, Director of Teaching and Learning, and Kip Zwolenski, Early Childhood Education Instructor, are presenting a module on inclusive pedagogy as part of this project.
- The Center for Participatory Excellence will be hosting a Dean's Academy next week. The Academy is fully enrolled with teams registered from Bellevue College, Edmonds Community College, Whatcom Community College, Yakima

Valley College, and the Washington State Board for Community and Technical Colleges, among others.

#### President's Office

- Completed a clean financial audit. Also completed the four-year accountability audit, which had some minor recommendations that were not included in the final audit report. Acknowledgements to Kim Cook and her staff for their outstanding work—not common to have such a consistently excellent record.
- Accreditation:
  - The Commission took action to accept our Fall 2019 Ad Hoc Report and confirm we are in compliance. Still needing some improvement but cannot confirm until the cycle of evaluation is complete.
  - Dr. Dave Paul, Director of External Relations, has submitted the Ad Hoc Report regarding the Library. This report was required as part of the Spring 2018 visit, we do not anticipate any issues.
- The 2020 Hall of Fame Induction Ceremony will be held March 5, 5:00 p.m. at McIntyre Hall.

Kathryn Bennett asked for an update on Hispanic Serving Institution (HSI) status. Dr. Claire Peinado, Vice President of Student Services, responded that a request to students to update their race/ethnic status was sent out and they are now currently reviewing the additional data.

Dr. Keegan thanked the Trustees for their flexibility in scheduling this meeting. He will be speaking tonight, along with other Washington college and university presidents, at the annual EDASC dinner.

#### 5. Board of Trustees/ACT

Christon Skinner:

- Transforming Lives Award Dinner will take place in Olympia on February 17. SVC alum Kyle Von Stroberg will be one of the keynote speakers. The ACT winter conference will take place the next day.

Kathryn Bennett:

- Acknowledged Lindsay Fiker's work in preparing Kyle's nomination for the Transforming Lives Award.

Lindsay Fiker:



- Senator Ron Muzzall and Representative Dave Paul are both planning to attend the Transforming Lives Award Dinner.

## VI. STUDY ITEMS

### 1. Recommendation of Fees

Dr. Keegan stated that the College changed the process of reviewing fees so that information on proposed fees could be presented to the Board once a year. A set of criteria for fee proposals was developed—the criteria was given to the Board with their meeting material. The fees presented for study today will be brought before the Board for action at the March meeting.

### 2. Recommendation of Skagit/Islands Head Start Request for Equipment Purchase

Dr. Keegan reported that Head Start is requesting to purchase two vehicles. The requirement by the Head Start regional office is that requests of a financial nature be approved by the Board. Originally, Head Start was requesting three vehicles but they have changed the request to two vehicles. This request will be brought to the Board at the March meeting.

### 3. Recommendation of Extension of the Skagit Regional Public Facilities (PFD) Ground Lease

Dr. Keegan reported that the College signed a ground lease with the Skagit Regional Public Facilities District (PFD) for McIntyre Hall for one dollar per year for 30 years, or for 60 days after bonds were retired—the projected date for retirement of the bond debt was expected to be in 2026. Last year the legislature created a law extending the public facilities districts for 15 years. Our local PFD would like to continue operating McIntyre Hall and issue a new bond to make some major repairs and improvements to the building so that when SVC receives the building it is in the best shape possible. The lease extension request will be brought to the Board at the March meeting.

## VIII. PUBLIC COMMENT

No requests were submitted.

## IX. NEXT REGULAR MEETING

March 10, 2020, 4:30 p.m., Craft Brewing Academy, 15579 Peterson Road, Burlington, WA

X. EXECUTIVE SESSION

At 1:34 p.m., the Chair announced that the Board would convene into Executive Session to review the performance of public employees. He stated that the session would take approximately 30 minutes and that the Board did not plan to take action when they reconvened into open session.

Convened into Executive Session at 1:34 p.m.

Adjourned Executive Session at: 2:02 p.m.

Reconvened into Open session at 2:03 p.m.

XI. ADJOURNMENT

There being no further business, and no action taken following the Executive Session, this meeting was adjourned at 2:04 p.m.

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Christon Skinner, Chair

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

# **ATTACHMENT A**

BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 4  
Resolution No. 20-01

RESOLUTION OF THE BOARD OF TRUSTEES OF  
COMMUNITY COLLEGE DISTRICT NO. 4 (SKAGIT VALLEY COLLEGE)  
NAMING THE BASKETBALL COURT IN THE DUVALL PAVILION  
ON THE MOUNT VERNON CAMPUS  
AS "EPPERSON COURT"

WHEREAS, Steve Epperson, helped start the women's basketball program in the late 1970s and was one of the first women's basketball head coaches at SVC until his retirement in 2019, serving as head coach for 42 years, and

WHEREAS, the women's basketball team achieved over 900 wins under his leadership, and

WHEREAS, Steve guided the Cardinals to NWAC championships in 1988, 1994, 1996, and won the NWAC championship with an undefeated team (32-0) in 1998. The 1988 and 1998 teams, along with coaching staff, have been inducted into the NWAC Hall of Fame, and

WHEREAS, Steve was named Coach of the Year for the NWAC four times and was named Coach of the Year for the North Division 15 times, and

WHEREAS, Steve also coached men's baseball and women's volleyball at Skagit Valley College, and

WHEREAS, Steve served as Athletic Director from 2015 to 2019, and

WHEREAS, Steve served as SVC's Financial Aid Director for nearly 40 years and was one of the field's most respected professionals and is widely regarded as an exemplary leader in community college financial aid. His expertise was repeatedly sought by other community colleges and he frequently volunteered to help other institutions employ new financial aid software and systems, and

WHEREAS, he has served on the state Financial Aid Council, as an NWAC Athletic Commissioner, and has represented the College at numerous local and state events and organizations, and

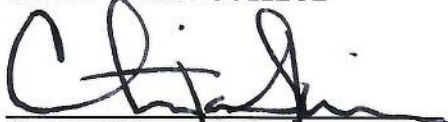
WHEREAS, over the years, many of Steve's student athletes have gone on to play at four-year colleges and many have moved into coaching. He has had a profound impact on the lives of thousands of students throughout his exceptional career.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Community College District No. 4, that the basketball court in the DuVall Pavilion on the Mount Vernon Campus will hereafter be named Epperson Court.

ATTEST:

  
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Thomas A. Keegan, Secretary

COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE

  
\_\_\_\_\_  
Christon Skinner, Chair  
Board of Trustees

Dated this 11<sup>th</sup> day of February 2020