

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, November 12, 2019
4:30 p.m. – Oak Hall, Room 306
1900 SE Pioneer Way
Oak Harbor, WA 98277

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 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. CONSENT AGENDA

1. Board Meeting Minutes – October 8, 2019; 2. Skagit/Islands Head Start Report; 3. Correspondence

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

MOTION PASSED UNANIMOUSLY.

V. COLLEGE REPORTS

1. ASSVC

Christian King, ASSVC President for the Whidbey Island Campus, reported the following:

- Fall Fest was held in October—very well attended;
- Leadership Training took place in early September;
- Elections were recently held for two positions;
- Planning a Friendsgiving event, goal of 40 attendees;
- Planning to open a coffee shop—working with Whidbey Coffee.

2. SVCFT

Kip Zwolenski, SVCFT President reported the following:

- Following the ratification of the Collective Bargaining Agreement, began the nursing negotiations that has now been ratified. Thanked everyone involved with the negotiations process and gave special acknowledgement to Carolyn Tucker, Associate Vice President of Human Resources, for her work on the language and facilitating the meetings.
- Nursing negotiations moved smoothly, however, there is ambiguity at the state level on the use of funds, will probably clarifying language back in winter quarter.

3. WPEA

No report.

4. President

Introductions

New Employee:

- Libby Sullivan – Librarian

Enrollment

- Running Start enrollments are at 110% of our annual target—goal was 518 FTE, currently at 570 FTE. Beginning in December, we will host Running Start information sessions across the district in both English and Spanish to educate students and parents about enrollment for 2020-2021.

Budget Update

- The annual financial audit is scheduled for December. The audit will also include an accountability audit, which goes beyond financials and looks at many financial and non-financial areas such as credit card control, inventory management, and IT policies.

- The state auditor's office is currently conducting an audit of our Basic Food and Employment Training (BFET) program.

College Advancement

Foundation:

- The Board of Governors reviewed and approved the Foundation's Annual Audit, as provided by Larson Gross. There were no findings.
- Foundation support for Athletic revenue generation and fundraising is proceeding. Thanked Brad Tuininga, Executive Director SVC Foundation, and Nancy Anderson, Interim Athletic Director, for their work.
 - The Athletics Auction was held on November 9, great event, very well done. Too early to know the amount raised but there was a raise the paddle goal of \$20,000 for scholarships and \$21,000 was raised.
- The Scholarship Breakfast was held on November 5 at McIntyre Hall, this event was also a huge success. Provided an opportunity for donors to connect with scholarship recipients. Received very positive feedback on the event.
- The fall edition of *Currents* is complete and includes the Foundation's Annual Report.

Early Learning and Childcare Center Fundraising and Outreach Project:

- The Outreach and Fundraising Committee will continue their work through mid-February. While the overall goal has been met, they are now working to raise an additional \$275,000 to optimize the space and/or increase square footage of the facility.
- Received Head Start grant funding to replace the existing two-room childcare center at Friday Harbor. Considering a fundraising drive to add a third classroom and expand capacity. Brad Tuininga, Mary Ellen Lykins, Director of Head Start and ECEAP, and Sarah Werling, Friday Harbor Head Start Center Manager, presented to the San Juan Island Community Foundation Board of Directors on November 5. They are very interested in the project, however, they will gauge community and donor interest prior to committing to supporting a \$200,000-\$375,000 fundraising effort.

External Relations:

- Dr. Dave Paul is now serving as Director of External Relations. As part of his role he represents the College on the Administrative Council of the Northwest Career and Technical Academy, Workforce Development Council, and the Island County Economic Development Council. In October, Dave participated in the

Island County Economic Development Council Strategic Planning process and he has assisted in the preparation of their Strength, Weaknesses, Opportunities, and Threats (SWOT) analysis and report.

International:

- At the October Board meeting introduced Xixu Cheng, exchange instructor from Beijing Foreign Studies University. Neta Cahill, Academic English Language Acquisition Instructor, is currently in Beijing representing SVC.
 - Planning to suspend the exchange next year due to low international enrollment and associated reduction in revenue. The exchange program is something we want to continue.

South Whidbey Center:

- Last quarter of instruction for credit courses—classes are going smoothly. Plans are underway to move out of the facility the week of December 16.
 - CouriAnne Williams, Director of Community Education, is working on plans to offer community education classes at various South Whidbey locations.

Leadership Whidbey:

- The College is taking a lead role in developing the “Leadership Whidbey” program; it will be modeled somewhat after Leadership Skagit.

Media:

- Since the last Board meeting, SVC has enjoyed some great media coverage:
 - Four front page stories;
 - One national story;
 - 38 major regional stories.

Core Theme Report

Dr. Claire Peinado, Vice President of Students Services, and Sinead Fitzpatrick Plagge, Dean of Basic Education and Academic ESL, presented the Core Theme Report on Equity in Access.

Discussion followed the report.

Office of Equity and Inclusion

- The Office of Student Equity and Inclusion recently hosted 200 plus participants for the fourth annual Educational Justice Conference. Presenters represented universities, colleges, and community organizations.
- In October Dr. Farhana Loonat, Political Science instructor, hosted the second annual Bhangra dance. The event provides an important outreach to the community.

Instruction

- Winter quarter the College will launch a new full-time RN program.
- Currently developing a Bachelor of Applied Science in Health Care to add to our Bachelor of Applied Science in Applied Management (BASAM) program.
 - Also exploring a BAS in Industrial design degree and exploring offering a Mental Health BAS.

Information Technology

- The Office of Civil Rights (OCR), division of the Department of Education, is conducting an investigation across the country on accessibility of higher education websites. Dr. Ed Jaramillo, Vice President of Administrative Services, is leading the College's response. Our IT web team is focused on fixing the issues identified in our initial conversation with OCR. We expect all of the identified issues to be completed by the deadline of November 21.
- The ctclink Project, the state system's process redesign of Student, Financial, and HR platforms, is moving forward. SVC is in deployment Group Five, we are on pace to meet all requirements of the preparation phase with a peer review scheduled for November 24. If we pass our peer review, the project will be initialized in January with a and a Go-Live date of October 2021.

Radio Stations

- Scheduled to remove the KSVU antenna (Concrete-Hamilton area) by the end of the year.
 - We are working with the community for them to take over the station, however, not sure at this point if there will be a transition. If not, we will shut it down and give up our license.
 - The Board is the actual owner of the station and the changes will likely require action.

People in the News

- Dr. Mindy Coslor, Library Director, co-presented at the Baccalaureate of Applied Science Conference on the assessment of the integration of library information resources and instruction into baccalaureate programs for the purpose of enhancing rigor.
- Gretchen Robertson, Inclusive Excellence Coordinator, and Kip Zwolenski, Early Childhood Education instructor, recently provided training for Edmonds faculty on Inclusive Pedagogy during their instructor-training day. The training was offered as part of the College's Center for Participatory Excellence.
- Gretchen, Kip, and Dr. Gabriel Mast, Executive Dean for Instruction, provided the keynote talk/professional development activity for the fall meeting of the Articulation and Transfer Council.
- Dr. Keegan would like to present ideas for study sessions on a few new programs—the Center of Participatory Excellence is one of them.
 - The Board expressed their interest in the study sessions and Dr. Keegan will work on potential dates with Board Chair, Christon Skinner

Community Partnerships

- The College is partnering with the Mount Vernon Chamber of Commerce in offering the Latino Business Leader Program. The program is delivered in Spanish and is designed with the aspiring and experienced Latino business owner in mind to help facilitate their advancement and participation in our region. Dr. Ed Jaramillo is teaching in the program.
- The college has partnered with Skagit County to offer enhanced training for students seeking an EMT credential. The training includes additional internship experiences with partnering fire departments, as well as SIM lab instruction that is delivered in partnership with the Nursing department.
- The Welding department's collaborative effort with the City of Mount Vernon to produce sculptures that are installed throughout the city was featured in *The Fabricator*, a national publication focused on welding that has a subscribership of over 40,000 readers.

President's Office

- The Northwest Commission on Colleges (NWCCU) Ad Hoc visit took place on October 10. The evaluator submitted a draft report and we are reviewing for factual errors. We will be notified of any further required actions in winter quarter. Overall, the feedback was extremely positive.
- Dr. Keegan recently chaired an evaluation visit at Clatsop Community College.

- Dr. Keegan and Trustee, Lindsay Fiker, presented at the ACT fall conference on tenure.
- Dr. Keegan has been co-teaching a Social Capital and Communications class with Sunaina Virendra and Stella Ireland in the BAS Applied Management program. It has been very rewarding to be in the classroom and working with students and co-instructors both in and out of the classroom

5. Board of Trustees/ACT

Christon Skinner:

- The fall ACT conference provided good information. Lindsay Fiker attended ACT's Legislative Action Conference the previous day.

Lindsay Fiker:

- Attended the November 5 Scholarship breakfast along with Kathryn Bennett and Flora Perez-Lucatero.
- Attended the October 29 annual Advisory Dinner and enjoyed Gretchen Robertson's amazing presentation.
- Attended the ACT Board meeting on November 6, developing a new on-boarding program for trustees.
- Attended ACT's Legislative Action Committee retreat on November 7, thankful for the great funding legislation that was passed last year. Looking forward to putting together plans to invite our local legislators to the College during the off-season.
- November 8 participated in a tenure panel presentation. Thanked Dr. Keegan for driving down and joining the presentation.
- Announced that Flora was recently presented with the Mount Vernon Chamber of Commerce Upbeat Award.
- Shared the wonderful story in the *Skagit Valley Herald* about Kathryn Bennett and her remarkable work developing leaders as Executive Director of Leadership Skagit.

Kathryn Bennett:

- Announced that Dr. Laura Cailloux has already begun as the lead on curriculum for Leadership Skagit. Stated that she is very proud of the program and its partnership with SVC.

Flora Perez-Lucatero:

- Congratulated the Foundation on the Scholarship Breakfast, very well thought-out event.
- Attended the Sports Auction—another great event.

VI. ACTION ITEMS

1. Associate in Applied Science Degree – Dental Therapy

It was moved by Kathryn Bennett and seconded by Megan Scott O'Bryan to approve the Associate in Applied Science Degree – Dental Therapy as presented, effective Fall Quarter 2020.

MOTION PASSED UNANIMOUSLY.

2. Associate in Applied Science Degree – Information Management & Data Science

It was moved by Megan Scott O'Bryan and seconded by Flora Perez-Lucatero to approve the Associate in Applied Science Degree – Information Management & Data Science as presented, effective Fall Quarter 2020.

MOTION PASSED UNANIMOUSLY.

3. Associate of Science Transfer Track 2 Major Related Program – Engineering

It was moved by Flora Perez-Lucatero and seconded by Kathryn Bennett to approve the Associate of Science Transfer Track 2 Major Related Program – Engineering as presented, effective Fall Quarter 2020.

MOTION PASSED UNANIMOUSLY.

VII. PUBLIC COMMENT

No requests were submitted.

VIII. NEXT REGULAR MEETING

December 10, 2019, 4:30 p.m., Mount Vernon Campus – Board Room

IX. 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 45 minutes, and that the Board did not plan to take action when they returned to open session.

Recessed at 5:37 p.m.

Convened into Executive Session at 5:45 p.m.
Reconvened into Open Session at 6:40 p.m.

X. ACTION ITEM

1. Recommendation of the Collective Bargaining Agreement with the Skagit Valley College Federation of Teachers for the 2019-2020, 2020, and 2021-2022 Academic Years.

It was moved by Lindsay Fiker and seconded by Kathryn Bennett to approve the Collective Bargaining Agreement with the Skagit Valley College Federation of Teachers for the 2019-2020, 2020, and 2021-2022 Academic Years as presented, effective retroactively to July 1, 2019.

MOTION PASSED UNANIMOUSLY.

XI. ADJOURNMENT

There being no further business and no action taken following the Executive Session, this meeting was adjourned at 6:42 p.m.

Christon Skinner, Chair

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