

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING
COMMUNITY COLLEGE DISTRICT NO. 4 - SKAGIT VALLEY COLLEGE
Wednesday, October 20, 2021 – 10:00 a.m.

BOARD MEMBERS IN ATTENDANCE:

Ms. Flora Perez-Lucatero, Chair
Ms. Kathryn Bennett
Ms. Mariko Doerner
Mr. Ozell Jackson III
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 10:02 a.m. on October 20, 2021.

II. ROLL CALL AND DECLARATION OF A QUORUM:

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

III. PLANNING SESSION

The meeting was held as a Board planning session for the Presidential Search Process.

Dr. Keegan introduced audience members Kera Wanielista, Skagit Valley Herald education and crime reporter and Kip Zwolenski, President of SVCFT.

Dr. Keegan and the Trustees reviewed and discussed the presidential search process, which included:

- Presidential Search Timeline
- Presidential Search Consultant:
 - Scope of Work
 - Request for Proposal Requirements
- Presidential Search Advisory Committee:
 - Role and Charge
 - Membership
 - Process for Selection

IV. ACTION ITEMS:

1. Recommendation of Presidential Search Timeline

Following discussion, it was moved by Megan Scott O'Bryan and seconded by Kathryn Bennett to approve the Presidential Search Timeline as presented with new or adjusted Board meeting dates/times to be determined after meeting with the search consultant.

MOTION PASSED UNANIMOUSLY.

2. Recommendation of Request for Proposal (RFP) for External Search Consultant

Following discussion, it was moved by Kathryn Bennett and seconded by Ozell Jackson to approve the External Search Consultant Scope of Work and Request for Proposal Requirements as presented.

MOTION PASSED UNANIMOUSLY.

3. Recommendation of Presidential Search Advisory Committee Role and Charge, Committee Make-up, and Process for Selection.

Following discussion, it was moved by Megan Scott O'Bryan and seconded by Kathryn Bennett to approve the parameters and charge, committee make-up, and process for selection for the Presidential Search Advisory Committee as presented; and directed Dr. Keegan to help the Board in identifying those representatives.

MOTION PASSED UNANIMOUSLY.

V. STUDY ITEM:

1. Presidential Profile Development

Dr. Keegan and the Trustees reviewed and discussed the Presidential Search profile framework. Discussed using the headings from the 2011 search as prompts for community forums.

Following discussion, it was moved by Kathryn Bennett and seconded by Megan Scott O'Bryan to use the profile draft presented as a framework for creating the Presidential Profile.

Kathryn Bennett stated that during the last search she served as one of the facilitators for community forums and having the framework was helpful and valuable. Ozell Jackson said that has confidence this will give the facilitators a good framework.

MOTION PASSED UNANIMOUSLY.

VI. ADJOURNMENT:

There being no further business, this meeting was adjourned at 10:54 a.m.

Flora Perez-Lucatero, Chair

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