

MINUTES OF THE BOARD OF TRUSTEES MEETING  
COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE  
Tuesday, October 8, 2024  
4:30 p.m.

BOARD MEMBERS IN ATTENDANCE:

Mr. Ozell Jackson III – Chair  
Dr. Carl Bruner – Vice Chair  
Ms. Flora Perez-Lucatero  
Ms. Megan Scott O'Bryan  
Dr. Christopher Villa, President & Executive Secretary to the Board

BOARD MEMBER NOT IN ATTENDANCE:

Ms. Mariko Doerner

I. CALL TO ORDER

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

II. DECLARATION OF A QUORUM

The Chair, Ozell Jackson, recognized that a quorum of Board members was present.

IV. PUBLIC COMMENT

No requests were submitted.

V. INTRODUCTION OF GUESTS

SVC Men's Basketball Team - This summer the SVC men's basketball team was awarded the NABC (National association of Basketball Coaches) Team Excellence award. SVC was the only program in the NWAC and one of only 8 two-year college's nationwide to receive this honor. The team's GPA was 3.43 for the 23-24 academic year. The NABC Team Academic Excellence Awards recognize men's basketball programs that completed the 2023-24 academic year with a team GPA of 3.0 or higher.

VI. CONSENT AGENDA

1. Board Meeting Minutes – June 11, 2024
2. Board Special Meeting– July 3, 2024, July 23, 2024
3. Board Retreat Minutes – September 23, 2024
4. Skagit/Islands Head Start Report

It was moved by Megan Scott O'Bryan and seconded Flora Perez-Lucatero by to approve the Consent Agenda as presented.

MOTION PASSED UNANIMOUSLY

## VI. COLLEGE REPORTS

### 1. ASSVC – Brendan Perry

The Mount Vernon and Whidbey Island Campus student governments have started to meet for the fall quarter, with one position still open on the Mount Vernon campus. The Whidbey Island Campus student government has one returning member, while Mount Vernon has two returning members from last year. Both groups are planning to set up voter information and registration opportunities for students. The Mount Vernon student government has also received a request to approve a new student club. Students have shown interest in expanding coffee service on the Mount Vernon campus, which ASSVC is considering supporting.

Additionally, there is hope that the student government will work on a legacy project to enhance the campus grounds. There is also strong interest in exploring initiatives to support campus access and sustainable transportation options, including walking, cycling, and public transit.

### 2. SVCFT – Kip Zwolenski

Kip provided an update on the current faculty, noting that we currently have 103 full-time faculty members. He highlighted the significant shift over the past few years, with a notable 50% turnover since the onset of the COVID-19 pandemic. This transition period has been both challenging and invigorating, as we continue to adapt and grow with a renewed commitment to academic excellence and student success. Kip shared AFT-WA's legislative agenda as well as the developing alignment with WACTC's legislative priorities.

### 3. WPEA – Lance Levenson

Lance reported that since May, WPEA has been negotiating a new Collective Bargaining Agreement (CBA) with Management/OFM. Management initially focused on non-compensation items, delaying compensation discussions until after the June revenue report. WPEA proposed changes to both economic and non-economic terms, highlighting that Classified Staff wages are 21.05% behind inflation over the past 24 years and addressing wage compression due to minimum wage increases. Management/OFM's presented a final offer on September 12<sup>th</sup>, in a membership vote held September 25-27, 91% of members rejected the offer, indicating support for continued negotiations.

#### 4. PRESIDENT – Dr. Christopher Villa

##### Fall In-Service

Dr. Villa reported that over 300 faculty, staff, and administrators attended Fall In-Service on September 16 to kick off the fall quarter, with a focus on compassion, strategic priorities, and measurable outcomes in enrollment, student success, diversity, and community engagement. The event included staff recognition and a Welcome Back Social and Professional Development sessions.

##### Summer Bridge Program (August 26 - September 20)

Fifty-seven students participated in the Summer Bridge Program, all students are enrolled for fall quarter and placed in one of SVC's equity programs. The program concluded with a family event on September 20.

##### Enrollment

Dr. Villa noted a nearly 20% increase in student headcount from 2021-22 to 2023-24. Annualized Full-Time Equivalent (AFTE) enrollment increased from 6,171 in the 2021-2022 academic year to 7,375 in 2023-2024, marking an increase of 1,204. He also gave an update on HSI.

##### Priorities/Goals – For academic year 2024-25:

- We expect to continue to increase unduplicated head count
- We expect to continue to increase overall AFTE
- We expect to increase AFTE by at least 8% in four targeted groups (Running Start, Bachelor's Degree, Tuition Generating, and International)
- We expect to increase student success completion rates
- We expect to close equity gaps for Hispanic students
- We expect to increase enrollment of Native American students
- We expect to distribute the HEDS survey to collect data that will result in increased overall satisfaction with the college

#### 5. VICE PRESIDENT'S REPORT – Dr. Ed Jaramillo, VP of Administrative Services

##### Keegan Commons Design

The final design of Keegan Commons has been completed. Pending construction funding for the FY 25-27 biennium, site plans have been filed with the City of Mount Vernon, which is accepting public comments until September 30 and is expected to be approved by the end of October 2024. Approved site plans will remain valid for two years, with a potential one-year extension. Construction is scheduled to begin in September 2025, including the demolition of the Annex and relocation of the boardroom and offices, with completion anticipated by February 2028. Design highlights include a prominent library entry from the East parking lot, a South-side entry promenade between McIntyre Hall and Keegan Commons with a totem pole and seating areas, and a new entryway to the north. State Environmental Policy Act (SEPA) plans have been completed and approved.

## Financial Statement Preparation and Audits

Financial statements for FY 22 and FY 23 are in progress, prepared by CliftonLarsonAllen LLP (CLA). FY 22 is 90% complete, with a delay due to the ctcLink transition. Both fiscal years are expected to be finalized by the end of October, with audits to follow. For FY 24, SBCTC will release financial statement data on October 7, allowing CLA to prepare statements by December's end.

## Cybersecurity Preparations

In response to recent security incidents, significant investments have been made in new network and computer monitoring systems across the District. These systems provide real-time monitoring, automatic threat isolation, and enhanced forensic capabilities.

## Radio Station Fundraiser

The radio station is hosting a fundraiser on October 12 at Tarro Theater featuring Jazz Underground at 1:00 pm, with doors opening at 12:00 pm. Admission is free, with donations accepted on-site or online.

## Capital Projects:

1. Sewer & Storm Line Replacement: Construction is currently underway, with the most disruptive work expected to finish in a month and substantial completion anticipated by mid-November.
2. Repair Tunnel & Steam Condensate Pipes: The project is open for bidding, closing on October 10, with high bidder interest anticipated to yield favorable results.
3. Fire Station Storage Building - Roof Replacement: Construction is substantially complete, with a Punch List Inspection scheduled for October 4.
4. Recondition Degraded Roof – Whidbey, Sprague Hall: Construction is substantially complete, with the Punch List Inspection done and project closeout in process.
5. Replace Boiler & Radiant Heaters – Whidbey, Old Main: Currently under construction.
6. Replace Failing Windows & Repair Water Damage – Whidbey, Old Main: Construction is nearly complete, with window glazing installations due by October 11 and exterior trim by October 18.
7. Replace Water Heaters – Whidbey, Oak Hall & TLC: Construction is substantially complete, with city inspection scheduled and closeout in process.
8. McIntyre Hall Roof Replacement – Phase I: Funded locally by the PFD, with construction nearly complete and two weeks of installation work remaining before final inspection and closeout.
9. Tennis Facility Bird Control Netting Installation: Construction is substantially complete, with court cleaning scheduled in the next two weeks before reopening.
10. Burlington Head Start - Play Area - Phase I Design and Construction: Currently under construction, with a site walk and Q&A inspection planned for next week.
11. Duval Pavilion - Gym Floor Repair: Project kickoff is scheduled for October 2.
12. Sprague Hall Nursing Lab – Sinks & Outlets: The bid has been awarded, with kickoff scheduled for October 1; completion is expected within four to six weeks.

## 6. BOARD OF TRUSTEES/ACT

The Trustees provided an update on two Trustee Tuesdays they attended on September 10 and October 8, 2024. During these sessions, the state board shared that they approved the following priorities for the 2025 Legislative Session: competitive compensation, an increase in general-purpose funding, and expanded capacity for the job skills program. Additionally, the top three concerns for students were discussed: mental health, food insecurity, and access to open education. The upcoming 2024 ACCT Congress in Seattle was also mentioned.

## VII. ACTION ITEMS

1. Recommendation to approve Skagit/Island Head Start budget revision, moving \$57,708 into the equipment line item, \$20,000 from repairs and alterations budget and \$37,708 from salaries to purchase a Ford pickup truck.

It was moved by Megan Scott O'Bryan and seconded by Carl Bruner to approve the Skagit/Island Head Start budget revision as presented.

MOTION PASSED UNANIMOUSLY

2. Recommendation to approve SF-429C for disposition of the Concrete Skagit/Island Head Start modular, removing federal interest and allowing transfer of title to the Concrete School District.

It was moved by Megan Scott O'Bryan and seconded by Flora Perez-Lucatero to approve the SF-429C for disposition of the Concrete Skagit/Island Head Start modular as presented.

MOTION PASSED UNANIMOUSLY

## VIII. NEXT REGULAR MEETING

November 12, 2024, 4:30 p.m., Whidbey Island Campus, Oak Hall, A306.

## IX. EXECUTIVE SESSION

The Chair announced at 5:38 pm that the Board would convene into Executive Session to discuss with legal counsel about "litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency...RCW 42.30.110(1)(i)(iii). He stated that he anticipated the Executive Session would take 20 minutes and that the Board does not intend to take action when they returned to open session.

At 5:58 p.m., Chair Jackson extended the Executive Session by 10 minutes.

## OPEN SESSION

The Chair reconvened the meeting into open session at 6:08 p.m.

## X. ADJOURNMENT

There being no further business, Chair Jackson adjourned the Board of Trustees meeting at 6:08 p.m.

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Ozell Jackson, Chair

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Dr. Christopher Villa, President  
Executive Secretary to the Board