

MINUTES OF THE BOARD OF TRUSTEES MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, December 8, 2020
4:30 p.m. – via Zoom

BOARD MEMBERS IN ATTENDANCE:

Ms. Kathryn Bennett, Chair

Ms. Lindsay Fiker

Ms. Flora Perez-Lucatero

Ms. Megan Scott O'Bryan

Mr. Chris Skinner

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, Kathryn Bennett, 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 – November 10, 2020; 2. Skagit/Islands Head Start Report

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

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott O'Bryan – aye, Lindsay Fiker – aye, Christon Skinner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY.

V. COLLEGE REPORTS

1. ASSVC

Ryan Smith, ASSVC President for the Mount Vernon Campus, reported the following:

- Student Tech Fee Committee recently completed their work, requesters will soon receive notification.

- Constitution review committee has been reviewing the bylaws, will present revisions in January at the district meeting.
- Currently drafting by-laws for the creation of a student senate.
- Phase 3 of legislative platform development has taken place through virtual caucuses.
- Service and Activities Fee process will begin after the first of the year.

2. SVCFT

No report.

3. WPEA

Joe Buenaventura, WPEA Lead Shop Steward, reported the following:

- Continuing to work with management to find ways to continue to be productive during remote operations to meet departmental, as well as college goals. As mentioned at previous meetings, many are very thankful to have a job especially during these times of the COVID pandemic. Expect nothing less than our commitment and hard work to continue; not only because our employees' lives depend on it, but because our students and the community depend on us as well.
 - As Shop Stewards we hear topics that arise, however, thankfully, we have a process through our Local Labor Management Committee (LLMC), working with not only Human Resources, but the rest of the team such as Facilities, Security and other departments in all areas as needed to discuss and work together to find answers or solutions. Many of these are just a "heads up" so that we can address topics before they get out of hand.
- WPEA statewide news:
 - December 9 is Election Day for the presidency of WPEA, as well as other district vice president positions.
 - The union is still in contract negotiations.
 - Members are continuing to meet weekly, pulling together during these times:
 - Layoffs and furloughs still continue state-wide.
 - Learning of more COVID cases at other colleges.
 - Important to stay vigilant in working with management and our LLMC to stay up-to-date and continually evaluate our notification and safety guidance to keep everyone safe and to prevent the spread of the virus. We are thankful that our system is working with notification to all SVC employees as issues arise.

- Looking ahead later this month:
 - LLMC meeting.
 - Shop Stewards meeting with Dr. Keegan

4. President

Introductions

New Employees:

- Presley Croom – Human Resources Consultant
- Young Kim – International Recruiter

INVEST (Individualized, Next Step, Vocational Educational and Social Skills Training) Program

Dr. Kenneth Lawson, Vice President for Instruction, and Lisa Forsythe, INVEST Director, presented an overview of the INVEST program.

Following the presentation, Trustee Lindsay Fiker, introduced Jessica Lonergan, a recent graduate of the INVEST program and SVC's nominee for the ACT 2021 Transforming Lives Award. Following the introduction, Jessica read the essay she submitted for the award.

College Capital Projects

- Early Learning Center:
 - Design is complete; next phase is the preparation of construction documents to go to bid. Working with the City of Mount Vernon on approval of master plan items.
- Great news from the Foundation on two construction projects:
 - Pickleball Pavilion:
 - Selected Design/Build contractor—TRICO
 - The donor is excited about the project and has agreed to move forward with the preconstruction/design phase, which will cost \$100,000 or less.
 - At the completion of this phase, TRICO will deliver a plan and budget.
 - The Foundation Board of Governors will review, and expect them to approve, the Ground Lease at their meeting and holiday social on December 10.

- Friday Harbor Early Learning Center:
 - San Juan Island Community Foundation sent an email appeal, drafted by SVC Foundation Executive Director, Brad Tuininga, in mid-November to raise the last \$35,000 for this project. The appeal raised \$17,000 in the first week.
 - Today, we received an anonymous donation of \$20,000, exceeding our campaign goal of \$135,000.
 - Will provide an update on the next steps at the next Board meeting.

College Advancement

International Programs:

- Over the past four years there has been a consistent struggle with international enrollments in higher education, and international programs have suffered. Our hope is that with the election results, the U.S. will once again be a desirable place for students from around the world to come and pursue their higher education goals. Obviously, the worldwide pandemic has had tremendous effect on international travels.
 - We have maintained our relationships overseas, while serving our existing international students, and expect that we will begin a slow, steady return to our international education goals.
 - Important that we continue to invest in international education—Young Kim’s hire is the most recent example of that investment.

Student Services

- A collaborative workgroup made up of administration, faculty, and staff has begun meeting to develop recommendations to improve the student code of conduct process, including how best to manage and resolve issues related to racial and gender bias.
- Over 100 faculty and staff participated in SVC’s annual Advising Day. This year’s agenda focused on the student voice as a way to assess the success of the initiatives that have been implemented as part of the *Guided Pathways* advising work.
- Mentioned at the last meeting about our efforts to reorganize our Basic Education for Adults (BEdA) efforts between Instruction and Student Services to better, and more efficiently serve BEdA students. All BEdA students are now able to register online and they are successfully beginning to do so. Students seeking a High School Credential are now meeting with BEdA advisors for Cardinal Take Off. TargetX is being utilized to identify these students and connect them with BEdA advisors.

- Miriam Zaragoza who had been working in BEdA, has joined the Outreach Team in Student Services to support BEdA intake and outreach. Additionally, a search has been launched for an outreach specialist to assist with recruitment into the BEdA programs. These additional positions will be leveraged to better serve our prospective students by ensuring engagement throughout the intake process.

Athletics:

- All nine athletic teams completed the fall NWAC “out of season” 8-week program.
 - Important to keep student-athletes engaged, as it is the primary reason they chose SVC over other colleges.
- The baseball team experienced an outbreak of COVID with about 15 individuals testing positive.
 - Followed all State/County/College Protocols and eventually shut down all sports programs two weeks ago, until Winter Quarter, when we will begin intercollegiate competition.

COVID-19:

- We had a small number of COVID positive cases in Campus View Village.
 - Addressed through isolation and residents temporarily moving to quarantine away from others.
 - All residents, RA’s, and staff did a great job complying with their required responsibilities.
- A small number of employees have tested positive for the virus. Appears not to be connected to employment at the College; but through community spread. We are following protocols for notification/contact tracing.
- Skagit County’s COVID-19 testing has moved to the fairgrounds because of changing weather conditions and cost related to safe spaces for those administering tests. The partnership worked well and Skagit County has been very happy with the arrangements.
- SVC remains in Remote Operations mode with primarily online instruction through Winter Quarter.
- College indoor facilities remain closed to the public. Outdoor facilities are limited to those that allow for strict supervision and adherence to Federal, State, County, and College guidelines.
 - At this point, the College is operating our ongoing partnership with the local soccer club for use of the soccer field.

- At the November meeting, the Board heard from a community member regarding community use of the tennis facility.
 - Dr. Keegan has updated the Board Chair about the status and reported that Ed Jaramillo, Vice President of Administrative Services, has had preliminary conversations with representatives of the local tennis club. They are working together to develop a plan that will allow for supervised use of the facility. No reason to doubt that we can make the courts available. However, we will follow the College's COVID-19 Principles and Protocols to ensure the health and safety of employees and community members remain our highest priority.

People and Programs in the News:

- SVC's Culinary Arts department was recognized in the Skagit Valley Herald for preparing Thanksgiving dinners for families in need. The Veterans' Club, Outdoor Club, Environmental Conservation Club, and Nursing Club contributed to the effort by collecting donations and coordinated the delivery of meals to 26 families in our community.
- The San Juan Center received the "Partner in Education" award from San Juan Island School District in recognition of partnership support during the pandemic.
- Dr. Darren Greeno's, Executive Dean of Workforce, paper "Organizational Culture and Community College Performance" was accepted for presentation at the annual conference of the American Educational Research Association (AERA). The paper was selected from over 10,000 submissions and will be presented in April 2021.

Community Partnerships:

- The 2021 inaugural Leadership Whidbey program begins January 8, and is planned as all virtual. Dr. Laura Cailloux, our curriculum manager, is working hard with her team to finalize the learning day agendas.
 - Interviewed 24 applicants, and have invited 23 to participate. There is good geographic and demographic representation.
 - Excited to begin this new program on Whidbey Island.
- The Maestros Para el Pueblo Leadership team, which includes the superintendents of Mount Vernon and Burlington-Edison school districts, Dean of Woodring College of Education, and Dr. Keegan, met in November to develop the next five-year strategic plan for the Maestros program.
 - Focus areas include key enrollment and retention targets by cohort, and more seamless transition support between institutions all the way through placement as teachers back in the partner school districts.
 - The Leadership team will meet in January to develop strategies and tactics for plan implementation. Dr. Claire Peinado, Vice President for

Student Services, convenes the leadership team and leads a group of staff that operate the program.

- College staff are working with the Bellingham School District to expand Career and Technical Education Dual Credit opportunities.
 - Specifically, articulating Introduction to Computer-Aided Design (TECD 103) with four new instructors from the school district.
- We are also working closely with the Anacortes and Mount Vernon school districts to continue our partnerships and expand the Career and Technical Education Dual Credit and/or College in the High School course offerings to students.
- In today's edition of the Skagit Valley Herald there was an article about the Escuela de Padres, or School for Parents, recent graduation ceremony. The program is in partnership with Mount Vernon School District and helps parents learn about the K-12 system so they can effectively advocate for their children. Yadira Rosales, Associate Vice President of Equity and Inclusion, has led the effort and has done an amazing job.
 - The program was offered in Spanish, removing a major barrier for many parents. In addition, the class was also offered for credit, so the parents experienced success as a college student. Hopefully, the program will encourage them to enroll at SVC, as well as advocate for their children.
 - The Zoom graduation ceremony took place on December 5. Dr. Keegan stated that he was inspired by the student stories, the professionalism of the leadership, and left the celebration very proud of the College's work.
- Thanked faculty and staff for their hard work throughout the year and accomplishing the work that needed to be done to serve students. Also, thanked Cabinet members for their consistent great work.

5. Board of Trustees/ACT

Kathryn Bennett reported:

- Several Board members attended the ACT Legislative virtual retreat and fall conference in November. There was an interesting focus on new trustee orientation and trustee education. A new program, "Trustee Tuesday" is being implemented to provide ongoing education for trustees. The first program is scheduled for December 22 (via Zoom), and the topic is the Carver Method of Board governance. She encouraged all Board members to attend. Additional programs will be scheduled with date and topics sent out in advance.

Lindsay Fiker reported:

- The ACT Awards Committee is finalizing the details on the wonderful messages from Transforming Lives Award students. It will be different than the usual in-person event. Details to come after the Awards Committee's next meeting.

Christon Skinner reported:

- Expressed his regrets that he was not able to attend the November meetings and is looking forward to participating at future meetings.

VI. ACTION ITEM

1. Recommendation of Emergency Rule for WAC 132D-150, Code of Student Conduct

As Dr. Keegan informed the Board at the August 4, 2020 special Board of Trustees meeting, in May the U.S. Department of Education announced changes to Title IX enforcement that became effective August 14, 2020. The changes required colleges to hold live hearings and allow cross-examination when adjudicating sexual-misconduct complaints. The new regulations also narrow the scope of complaints that colleges are required to investigate. Although the incoming administration may eventually make changes to these new regulations, at this time they are still in effect and courts will likely expect institutions to comply with them. In addition, the College is currently conducting a comprehensive review of the Code of Student Conduct.

A Washington State Assistant Attorney General workgroup developed model wording to address the new regulations on an emergency basis while Washington public higher education institutions work to draft permanent rules that will also comply with the new regulations.

The emergency rules approved by the Board in August are only effective for 120 days, ending December 13, 2020, and therefore, require Board approval for extension. It is recommended that the Board approve extending the emergency rules another 120 days, through April 8, 2021, while the College continues to draft permanent rules. Depending on the Department of Education's actions, it may be necessary to come to the Board for another extension.

It was moved by Chris Skinner and seconded by Flora Perez-Lucatero to approve an extension of the emergency rules, WAC 132D-150, Code of Student Conduct, as presented for submission to the Washington State Code Reviser effective through April 8, 2021.

The Chair requested a roll call vote: Christon Skinner – aye, Flora Perez-Lucatero – aye, Megan Scott O'Bryan, Lindsay Fiker – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY.

VII. PUBLIC COMMENT

Paula Plumer asked how she could obtain access to budget information. Kerena Higgins, Assistant Attorney General, responded that the information requested may be made by submitting a request to the Public Records Officer, Lisa Radeleff.

VIII. NEXT REGULAR MEETING

February 9, 2021, 4:30 p.m., via Zoom

The Chair, announced that the Board would convene into Executive Session to discuss potential litigation and anticipated that the discussion would take 10 minutes. She stated that the Board did not plan to take action when they returned to open session.

IX. EXECUTIVE SESSION

Adjourned into Executive Session at 5:38 p.m.
Reconvened into Open Session at 6:01 p.m.

X. OPEN SESSION

The Chair reminded Board members that the SVC Foundation virtual holiday party is scheduled for December 10, 4:30 p.m.

XII. ADJOURNMENT

There being no further business, and no action taken following the Executive Session, this meeting was adjourned at 6:03 p.m.

Kathryn Bennett, Chair

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