

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING
COMMUNITY COLLEGE DISTRICT NO. 4
SKAGIT VALLEY COLLEGE
Tuesday, March 9, 2021 - 3:30 p.m.
Via Zoom

BOARD MEMBERS IN ATTENDANCE:

Ms. Kathryn Bennett, Chair

Ms. Flora Perez-Lucatero

Ms. Mariko Doerner

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 3:30 p.m.

II. DECLARATION OF A QUORUM

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

III. STUDY SESSION

The Board received information on the process for the development of new instructional programs.

IV. ADJOURNMENT

The study session adjourned at 4:15 p.m. No action was taken during the study session.

Kathryn Bennett, Chair

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

March 9, 2021

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Ms. Kathryn Bennett, Chair

Ms. Flora Perez-Lucatero

Ms. Mariko Doerner

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 4:31 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 – February 9, 2021
2. Skagit/Islands Head Start Report
3. Skagit/Islands Head Start Carryover Request
4. Skagit/Islands Head Start Property Appraisal Request
5. Correspondence

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

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott-O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY.

V. COLLEGE REPORTS

1. ASSVC

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

- Awarded \$1000 to the Human Services Club for the upcoming Human Services Conference “How to be a Good Ancestor – Breaking the Cycle,” featuring Brian Cladoosby, Past Chairman of the Swinomish Indian Tribal Community, as keynote speaker.
- ASSVC representatives will undergo training to provide them with tools to help others experiencing mental health challenges.
- Funded the recent Diaper Drive.
- Monitoring legislation for impacts to higher education.
- ASSVC released a statement to all students regarding misinformation.

2. SVCFT

No report.

3. WPEA – Lance Levesen, Shop Steward, reported the following:

- March 5-8, WPEA held a ratification vote on the Tentative Agreement Contract. The results of the voting was 99.2% in favor of approving the tentative agreement contract. With the results of the voting, the focus will now be on getting the contract funded through the state legislative process.
- Looking forward to working with administration and faculty on the Back to the Future Task Force. Aware that there is a lot of work that needs to be done before we can get back to face-to-face learning, but excited to have this opportunity to play a crucial part in creating the plan.

4. President

Introductions

- New Employees:
 - Lucia Ondarzaa Wier – Bilingual Administrative Assistant 2, Office of Equity & Inclusion and BEdA
 - Brian Culver – Director of Information Technology
 - Lori Greenwood – Director of Strategic Marketing, College Advancement
 - Diana Peregrina – Bilingual Outreach Specialist, BEdA

Capital Projects

- The Early Learning Center, Pickleball Pavilion, and classroom upgrades are all on schedule.
- Joint Wetland Mitigation Project with Skagit County
 - We expect that SVC and Skagit County will be allowed to buy wetland mitigation credits within the next 30 days. This will allow the east side of the Mount Vernon Campus to be eligible for development.

- Plan to develop grass playfields; Skagit County has a need for recreation playfields. The long term master plan calls for non-identified development; for now the strategy is to develop as playfields.

Legislative Report

- Last week marked the halfway way point in the session. Dr. Keegan has communicated with our legislators multiple times regarding both Operating and Capital budgets.
- Primary issues – Operating Budget:
 - SB 5194
 - Broad, all-encompassing bill, in part requiring full-time/part-time faculty ratios.
 - Furloughs.
 - \$30 million price tag.
 - SB 5227
 - Requires diversity, equity, inclusion and anti-racism training at colleges/universities.
 - Assessments and reporting through SBCTC—governance issue.
- Primary issue – Capital Budget:
 - Mount Vernon Campus Commons Project—replacement of Library.
 - Message—fund list at least down to SVC in the Governor’s budget. Interest in funding list as economic recovery strategy.

College Advancement

- SVC Foundation Board of Governors will meet April 21 for their annual retreat.
 - Focus will be on aligning the Foundation’s Operational/Fundraising plan and the College’s Operational Plan for 2021-2023.
 - Unique aspect that the Foundation and College are so tightly aligned. Thanked Brad Tuininga, Foundation Executive Director, for his leadership.

[Core Theme Report - Equity in Achievement](#)

Prior to the presentation of the Equity in Achievement report, Dr. Keegan provided background information on the report:

- New data set from SBCTC:
 - Information will look the same, but will include different student groups.
 - Adjusted previous results so that it is now an apples-to-apples comparison.

- Important to note that it only includes students who have not attended college before.
 - Many of our students transfer in credits.
 - This gives us a glimpse of what is happening, but not the full picture.
- Another important note: Be aware of the N-number of students
 - Approximately 600 SVC students vs. thousands of system students.
 - A 1% change = 6 students
 - Again, gives us an indication of how we're doing, not the final word.
- These indicators are a high-level view of our progress toward achieving our Mission.
 - They guide faculty and staff to develop, more refined data points and strategies at the program and classroom level.
- They also guide our Student Achievement Strategy
 - As we've discussed before, our Student Achievement Strategy is first a cultural change.
 - Undoing the "students have a right to fail" approach.
 - Replacing, "are students ready for college," with "Is the College ready for the diverse students that are coming to us?"
 - Finally, it's about, "meeting students where they are," not making them fit into "the way it's always been done."
- Our work has been centered on Equity
 - Cultural conversations that we've never had before
- Amazing transition of a college culture—culture in on-going work—never finished, always improving.
- In the meantime, enacting many policies, procedures and programs to move us toward our Core Themes.
- Following the presentation, Dr. Keegan shared the Pillars document, which is divided into four areas of focus:
 - Clarify the Path;
 - Enter the Path;
 - Complete the Path;
 - Ensure Learning;
 - Important to note that we are still implementing, but seeing improvement. We do not yet have a cohort that has experienced all of our approaches.

Athletic Teams/Competition

- Our division within the NWAC has finalized a competitive schedule for all SVC athletic teams that will begin at the start of Spring Quarter (April 3) with a 20-25% competitive schedule reduction to all contests.

Community Partnerships

- The Office for Equity and Inclusion and Center for Participatory Excellence—led by Yadira Rosales and Gretchen Robertson respectively, are collaborating with the Port of Skagit to offer a yearlong series of Diversity and Equity workshops to its employees. The trainings will take place monthly and will focus on the Port of Skagit's mission and its connection with equity and the diversity within our community.
- Anne Clark is working with the City of Mount Vernon Parks and Recreation to host a free monthly drive-in movie event for the community. Movies will be held in the SVC parking lot on the first Friday of the month, May-September.
- Work is beginning on installation of artificial turf on the softball fields. Result of a partnership with Skagit County on a state recreation grant. The softball field will be unplayable this spring so our team will be using the Mount Vernon High School field this season.
- Dr. Keegan is a member of EDASC Board and will serve as Chair of the newly formed Education & Equity Committee.
 - A charge for the committee has been developed and will result in oversight of the Leadership Skagit program, the promotion of equity and social justice efforts throughout our community and to “serve as the conscious of EDASC” as it relates to equity, inclusion and social justice.

President's Office

- KSVR was randomly selected for an Equal Employment Opportunity audit by the FCC. The letter from the FCC with the requirements was submitted to the Board in their meeting packet as Correspondence.
 - Kerena Higgins, Assistant Attorney General, has assisted us in retaining an attorney with FCC expertise.
 - On behalf of the Board, Dr. Keegan has submitted a response to the three questions that were relevant to our situation. We do not expect any issues.

- The state auditors have completed their financial statement audit for fiscal year 2020. They will share the results at an exit conference scheduled for 2:30 p.m. on Monday, March 22, 2021 via a Zoom conference call.
 - Kathryn Bennett will represent the Board at the meeting.

- Unfair Labor Practice (ULP) Update
 - Negotiated an agreement regarding extra duty for counselors.
 - The SVCFT Faculty union ratified changes to the collective bargaining agreement on February 4, 2021.
 - Dr. Keegan authorized Carolyn Tucker, Associate Vice President of Human Resources, to sign the MOU; Kip Zwolenski, SVCFT President, signed on behalf of the Union.
 - SVCFT's attorney is finalizing the withdrawal of the ULP complaint.

- Cabinet held their annual Planning Session at the San Juan Center in late February.
 - Identified High/Medium/Low priorities for the 2021-2023 Operational Plan.
 - Those priorities are used to build the Operating Budget that will be presented to the Board for study in May.

- On March 11, the "Back to the Future" Task Force will begin its work to identify plans for beginning a return to face-to-face instruction beginning in the fall.
 - The charge of the Task Force is to:
 - Review Assumptions, Goals, Principles, and Considerations;
 - Fully develop Planning Framework;
 - Identify questions for further investigation;
 - Student Survey Questions;
 - Assist and advise in the development of relevant strategies.
 - Likely to be phased in over the course of the year.

5. Board of Trustees/ACT

- The Chair thanked Flora for representing the Trustees in two recent media opportunities, Skagit Valley Herald article and KING5 interview, celebrating SVC's Transforming Lives Award nominee, Jessica Lonergan.

- Megan reported that she attended a recent Head Start Policy Council meeting and stated that good things are happening at Head Start.

VI. STUDY ITEMS

The Chair stated that two items have been sent to the Board for study and will be presented to the Board for action at the May meeting.

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1. Recommendation of Skagit/Islands Head Start Continuation Grant Application 2021-2022.
2. Recommendation of Revisions to WAC 132D-150, Code of Student Conduct

Dr. Keegan stated that the revisions to WAC 132D-150, Code of Student Conduct, incorporate the required Title IX changes and will require Board approval in May. The proposed revisions incorporate the changes mandated under the Trump administration, with the Board approving an emergency rule making submission in August. The Biden administration is currently reviewing the changes for consistency with their policies.

A College task force is currently reviewing the Code of Student Conduct, looking at changes other than the Title IX sections. The results of their review may or may not require further changes in the fall.

Action Item No. 9 on today's agenda is a recommendation of extending the emergency rule as it currently expires in April and this will allow time to go through the Code Reviser rule making process after the Board's possible action in May.

VII. ACTION ITEMS

1. Recommendation of Tenure – Andrea Dryden

It was moved by Megan Scott O'Bryan and seconded by Mariko Doerner to approve the granting of tenure to Andrea Dryden, Nursing instructor, effective Fall Quarter 2021.

The Chair requested a roll call vote: Megan Scott O'Bryan – aye, Mariko Doerner – aye, Flora Perez-Lucatero – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY.

2. Recommendation of Tenure – Sunaina Virendra

It was moved by Megan Scott O'Bryan and seconded by Flora Perez-Lucatero to approve the granting of tenure to Sunaina Virendra, Applied Management Instructor, effective Fall Quarter 2021.

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY

3. Recommendation of Associate in Applied Science-Transfer in Web Development (MIT)

It was moved by Megan Scott O'Bryan and seconded by Flora Perez-Lucatero to approve the Associate in Applied Science-Transfer in Web Development (MIT) degree as presented, effective date July 1, 2021.

The Chair requested a roll call vote: Flora Perez-Lucatero– aye, Megan Scott O'Bryan– aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY

4. Recommendation of Bachelors of Applied Science in Application Development

It was moved by Flora Perez-Lucatero and seconded by Megan Scott O'Bryan to approve the Bachelors in Applied Science – Application Development degree as presented, effective date: July 1, 2021, with students beginning Fall Quarter 2022.

The Chair requested a roll call vote: Flora Perez-Lucatero– aye, Megan Scott O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY

5. Recommendation of Changes to Fees (Attachment A)

It was moved by Flora Perez-Lucatero and seconded by Megan Scott O'Bryan to approve the proposed fee changes in Attachment A as presented, effective Summer Quarter 2021.

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY

6. Recommendation of WAC 132D-122-010 Policy

It was moved by Flora Perez-Lucatero and seconded by Megan Scott O'Bryan to approve recommended changes to WAC 132D-122-010 Policy, as presented for submission to the Washington State Code Reviser.

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett– aye.

MOTION PASSED UNANIMOUSLY

7. Recommendation of WAC 132D-122-020 Notification

It was moved by Flora Perez-Lucatero and seconded by Megan Scott O'Bryan to approve recommended changes to WAC 132D-122-020 Notification.

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott-O'Bryan– aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY

8. Recommendation of WAC 132D-133-020 Organization Operational Information

It was moved by Flora Perez-Lucatero and seconded by Megan Scott O'Bryan to approve recommended changes to WAC 132D-133-020 Organization Operational Information.

The Chair requested a roll call vote: Flora Perez-Lucatero – aye, Megan Scott O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett– aye.

MOTION PASSED UNANIMOUSLY

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

It was moved by Flora Perez-Lucatero and seconded by Mariko Doerner to approve an extension of the emergency rule, WAC 132D-150, Code of Student Conduct, as presented for submission to the Washington State Code Reviser effective through August 6, 2021.

The Chair requested a roll call vote: Flora Perez-Lucatero– aye, Megan Scott O'Bryan – aye, Mariko Doerner – aye, Kathryn Bennett – aye.

MOTION PASSED UNANIMOUSLY

VIII. PUBLIC COMMENT

No requests were submitted.

IX. NEXT REGULAR MEETING

May 11, 2021, 4:30 p.m., via Zoom

March 9, 2021

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X. ADJOURNMENT

There being no further business, this meeting was adjourned at 5:52 p.m.

Kathryn Bennett, Chair

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

ACTION ITEM

Item #: 5	Subject: Recommendation of Changes to Fees	Presented by: Dr. Tom Keegan
Date: 3/9/2021		Budget implications: Increase in fee accounts. No effect on operating budget.

BACKGROUND:

College staff review District-wide fees on an annual basis and present recommended changes to the Board in time to implement for the upcoming academic year.

The following criteria were adopted as guidelines for fees:

- Fees are to be kept as low as possible while maintaining quality;
- Fees must be applied consistently across the District;
- Fees should be consistent with peer practices at other colleges;
- Fees are intended to pay for consumables, equipment or salaries, up to a reasonable point;
- Fees should pay for direct service or benefits that only go to students in the particular class or program, or when students are using special service, such as specialized labs;
- Fees will be reviewed as part of the College's annual budget reviews.

All of the proposed new fees have been reviewed using the above criteria. This proposal:

- Increases one course fee;
- Eliminates one course fee;
- Increases the Universal Technology Fee, and the General Fee.

The proposed fee changes in the attachment would be effective Summer Quarter 2021.

ATTACHMENT:

- Proposed Fee Changes

RECOMMENDATION:

Approve the proposed fee changes as presented, effective Summer Quarter 2021.

Department	Add, Remove, or Change	Course(s)	2020-2021 Current Fee	2021-2022 Proposed Fee
Class Fee Changes				
Early Childhood Education	Remove	EDUC 223	\$10 per course	\$0 per course
Allied Health Education	Change	AHE 107	\$125 per course	\$150 per course
Other				
Administrative Services	Change	Universal Technology Fee	\$12.00 per credit	\$13.00 per credit
Administrative Services	Change	General Fee	\$4.50 per credit (not to exceed \$67.50)	\$5.50 per credit (not to exceed \$82.50)