

MINUTES OF THE BOARD OF TRUSTEES MEETING  
COMMUNITY COLLEGE DISTRICT NO. 4  
SKAGIT VALLEY COLLEGE  
Tuesday, May 12, 2020 - 4:30 p.m.  
Zoom: <https://skagitvalleycollege.zoom.us/j/93263422541>

BOARD MEMBERS IN ATTENDANCE:

Mr. Christon Skinner, Chair  
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 4:31 p.m.

II. DECLARATION OF A QUORUM

The Chair, Christon Skinner, recognized that a quorum of Board members were in attendance.

III. INTRODUCTION OF GUESTS

Dr. Keegan introduced Annie Honrath, Assistant Attorney General, in attendance for Assistant Attorney General Kerena Higgins.

IV. CONSENT AGENDA

1. Board Meeting Minutes – March 10, 2020; 2. Skagit/Islands Head Start Report; 3. Exceptional Faculty Awards – 2020-2021

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

Lindsay Fiker asked if there have been student requests for refund of lab or parking fees. Dr. Keegan responded that no formal requests have been received. Dr. Claire Peinado, Vice President of Student Services, reported that the question has come up occasionally through enrollment and students are informed that labs are being implemented using alternative methods.

Dr. Keegan reported that the topic has been discussed at Cabinet and with the Deans. Working with faculty on how funds are being spent. Dr. Kenneth Lawson, Vice President for Instruction, stated that faculty are still providing lab instruction and using

consumables. Dr. Keegan stated that there is a General Fee and funds from that are used for parking maintenance, however, students are not charged a parking fee.

MOTION PASSED.

## V. COLLEGE REPORTS

### 1. ASSVC

Gus Kidane ASSVC Mount Vernon Campus President reported:

- Governing document revisions:
  - Decision to combine the secretary and treasurer into one position that will become a vice president and will take on the duties of the secretary and treasurer.
  - Creating an equity and diversity position.
  - Will change the community service representative to a civic engagement representative.
- MV Election updates:
  - Eight candidates for five open positions – elections will be held in the fall.
  - Ryan Smith has been elected as the MV president for 2020-2021.
- WIC Election updates:
  - Four positions open with 4 candidates—elections will be held in the fall.
  - Jennifer Juniper has been elected as the WIC president for 2020-2021.
- Providing free access to feminine hygiene products in at least one restroom per building on the Mount Vernon Campus—working with administration to identify locations.
- Working on a gazebo project, will be a location for relaxation and mental health.
- Working on using funds from the general fee to purchase SKAT bus passes for all students who use the bus for transportation.

### 2. SVCFT

No report.

### 3. WPEA

No report.

### 4. President

- Despite COVID-19, the College continues to provide instruction, student support services, and maintain regular business functions.

- Continuing to monitor information sources and remain in contact with SBCTC staff, via meetings three days per week. SBCTC staff are working various issues with external entities, including the Governor's office.

### Enrollment

- Spring Quarter overall headcount is down 24.4% from this date last year. Consistent with what is taking place throughout the state—technical colleges are down approximately 30%.
- State FTE is down from this date last year by 22%, majority in BEdA.
- Annual State FTE are down by 8.5%.
- International:
  - Asked students scheduled to arrive for Spring Quarter to defer to later in the year. Concerned that quarantining for two weeks upon arrival would not be a good start to their academic experience at SVC as well as the inability to provide comprehensive new student support services.
  - Spring Quarter FTE at 58, annual FTE is at 85. Last year we were at 125 FTE, apex of enrollment in the last decade was 210 FTE in 2016-2017.
  - New student applications for summer and fall have been affected by travel concerns and other unknowns along with the closing the of U.S. Embassy and Consulate non-immigrant visa services.
  - The reopening of visa services varies from country to country and the earliest time seems to be mid-July. Continuing email communications with agents about future operations continue with one-on-one correspondences and mass newsletter mailings.
  - Anticipating a greatly-reduced international student program in the near future.
- Veterans Education
  - The Veterans Education team has worked hard toward reaching our SEM goal of enrolling and retaining our Veterans. Pleased to report that we reached 104.5% of our annual target, with 601 students, exceeding our target of 575. Kudos to staff at both campuses.

- Dual Credit, primarily Running Start, headcount is at 577—90% of quarterly target, however, we did meet our annual target.

### Capital Projects

- All of our projects have now been deemed essential by DES. Contractors must submit a COVID-19 mitigation plan and maintain social distancing.
- Early Learning Center: Initial meeting with city planners is completed. Geo survey has been completed and the site survey is in progress. Estimated completion date is October 2021.
- San Juan Greenhouse: Project has been completed.
- Dental Lab: Construction expected to get underway at the end of May.
- Cybersecurity Upgrade:
  - Use minor project money every other biennium.
  - Consultant completed a review of the online teaching environment now that it is getting more use and stress put to it. List of recommendations issued, we are reviewing to see which ones can be done with the remaining minor project money.

### Grants Update

- The ICATCH grant, which serves low-income students interested in health care careers, was originally a five-year grant with an expected end date of September 2020. We have been given a sixth year extension to continue to serve students.
- The College was chosen as a pilot site to implement the Student Emergency Funds Grant by SBCTC this year.
  - SVC was awarded \$22,500 at the end of December 2019. This has had a large impact on the 40 students awarded funds.
  - While facing financial crisis, with the support of these funds and the advisors they worked with, 93% of students have been retained to spring quarter.

### Budget:

- State revenues are down, original estimate was for a 10% cut, now looking at a 20% reduction. In addition to State cuts, estimating tuition collections will be down significantly. Estimate cut as of today will be \$6 to \$7 million.

- Notified the College community three weeks ago during an All-College Zoom meeting, that we were anticipating a 10% cut. Holding another meeting this Thursday will update that we are now looking at a 20% cut.
- Cabinet met last week to develop Principles, Approach, and Assumptions.
- Dr. Keegan is working with the Vice Presidents on budgeting in each of their areas.

➤ Principles

- We will continue to uphold and practice our Guiding Principles.
- We will continue our commitment to equity in access, achievement and community.
- We will maintain academic rigor and integrity in the teaching and learning process.
- We will continue to invest in our faculty and staff, although some activities may be delayed.
- We will treat those who receive layoff notices with dignity and respect.

➤ Approach

- Be strategic and ensure the long-term fiscal health of the college.
  - Maintain commitment to reserve and contingency goals.
  - Consider use of limited reserves for one-time expenses.
  - Every aspect of college operations considered.
    - ❖ Maintain enrollment mix.
    - ❖ Consider SEM priorities.
  - Holistic approach.
  - Minimize across the board approach.
  - Implement targeted reductions as necessary.
- Utilize Innovations:
  - Optimize revenue producing activities.
  - Utilize new technologies.
  - Community involvement/co-creation.
  - Seek partnerships.
- Involve the college community:
  - Solicit suggestions—invite creativity.
  - Provide timely communications.

➤ Assumptions:

- There are many moving pieces and we expect the Legislature to reconvene this summer, we will need to make budgeting assumptions to begin the budget process and then will need to adjust accordingly.
  - We need to make assumptions every year, just not as many and with larger room for error.
  - A few assumptions are:

- Most instruction will continue online through Fall Quarter with the exception of select lab activities.
  - The College will remain in Remote Operations through the end of August.
  - Planning for a 20% reduction in state funding and tuition revenue.
  - Not receiving additional federal funds.
  - Assume a 2.5% tuition increase.
- Timeline:
- June 3- Preliminary budget finalized with 20% reduction.
  - June 9- Board study session.
  - July 1- Implementation of preliminary budget reductions of 15%
  - August-Governor signs budget
  - Sept 1- Implementation of final budget reductions of 20%
  - Final budget approval at October 13, 2020 Board of Trustees meeting.

### Foundation

- The Foundation endowment lost over \$1.8 million in the first quarter of 2020. However, they will still be distributing \$495,000 in scholarship, faculty and program support from the endowment – a record allocation.
  - Plan to grant almost \$300,000 in individual donations this fiscal year and almost \$175,000 next fiscal year for the MV Childcare Center
  - The Foundation will transfer almost \$100,000 in emergency and childcare support to the College in July.
- The Foundation recently emailed their Spring Appeal to over 4,000 email addresses. The focus of the Spring Appeal is to support Emergency Funding for BEdA students. BEdA students do not qualify for CARES Act funding and are among our most vulnerable students.
- New board members that are expected to be brought forth to the Foundation Board of Governors include:
  - John Sternlicht, CEO EDASC
  - Charlie Wend, Retired Skagit County Corrections Deputy
  - Brian Gentry, President/CEO Landed Gentry
- Fundraising for the Childcare Center in Friday Harbor has been temporarily postponed due to impact of the COVID-19 pandemic.
- The 32<sup>nd</sup> Annual Ford Golf Classic was originally scheduled for last Friday, new date is for August 7, with a back-up plan for September 18. Good News is that only one company has dropped out of the event entirely.

### Instruction

- We submitted a Letter of Intent to the State Board to begin building a Bachelor of Applied Science in Application/Software Development. Anticipated start date is fall 2021.
- The proposed Associate of Applied Science (AAS) in Dental Therapy effective fall 2021 has been reviewed and approved as a major change under the Commission's Policy on Substantive Change. Accordingly, the addition of the degree program is now included under the accreditation of Skagit Valley College.
- Submitted a self-study to the Commission on Dental Accreditation (CODA) to seek preliminary accreditation for our Dental Therapy program.

### Student Services

- There are 14 recruitment campaigns underway as well as 11 retention campaigns to provide proactive, personalized contact with current and prospective students. We are prioritizing a TargetX project to develop texting capabilities in ways that will increase our ability to reach students.
- Athletics
  - Winter Quarter championships were cancelled just as our men's basketball team was taking the floor for its first game of the tournament.
  - Spring sports were cancelled.
  - NWAC is working to make code revisions in light of the cancelled spring sport seasons. Student-athletes will be awarded an additional year of eligibility.
  - Spring sports will be authorized to increase roster sizes and a number of scholarships for 2020-2021 in order to accommodate the returning student-athletes who lost a season.
  - No decision on fall sports yet, expect decision in the next month.
  - Hired Mitch Freeman as the new Athletic Director; he will begin July 1. Most recently he has been the head basketball coach at Corbin University. Nancy Anderson has done a great job serving as the interim Athletic Director this year.

### People in the News

- Mary Iverson's art was featured in this month's edition of *Harper's Magazine*.
- Men's Basketball Coach Carl Howell was honored by Silver Waves media as one of the "50 Most Impactful Coaches" in junior college men's basketball programs in the nation.

- James Walters, Director of Marketing and Communication, has been appointed to serve on the National Council for Marketing and Public Relations Executive Board, as the Secretary/Treasurer.

## **COMMUNITY PARTNERSHIPS**

- The Center for Excellence for Marine Technology is supporting two registered apprenticeship projects for maritime - the first is with the Puget Sound Ship Repair Association and Olympic College, the second is with the Working Waterfront Coalition in Bellingham and will probably involve Bellingham Technical College.
- Aaron Kirk, Corrections Education Navigator, is working with Skagit County as they apply for a grant to create a Community Court Program.
  - Developing a diversion program for low-level crimes that will connect participants to services that will assist them in improving their lives. One of the possible services for community court would be a partnership with the College to assist individuals to obtain a high school credential, GED, or further education to enhance livelihood and employment prospects.
- Maestros Para el Pueblo program hired new Navigator/Liaison in March, Tomaz Marinelli. Tomaz will also serve as the head men's soccer coach. He speaks three languages and we are excited to have him lead both programs.
- Representatives from all four Maestros partner institutions—Mount Vernon and Burlington-Edison school districts, SVC, and WWU's Woodring College of Education recently met via Zoom to discuss strategies for outreach and support of new and prospective Maestros students. Specific subgroups were formed to address three areas:
  1. Outreach to high school students who may have limited technology access at this time.
  2. Human Resources practices and strategies to connect with recent WWU grads interested in returning to the Skagit Valley K-12 districts as teachers.
  3. Data sharing plans to track Maestros students across partner institutions.

## **President's Office**

- Received notification from SBCTC that our Guided Pathways plan received "Exemplary" status. We were the only college in the system to receive that status. We were recognized not just for the plan but our results, including fall-winter retention, college-level English completion, and closing of equity gaps.
  - Special recognition to Lynnette Bennett, Dean for Instruction, who did an incredible job preparing the report.
  - Dr. Keegan shared a quote from the notification: "The team of readers expressed how impressed they were with the thoughtful approach your

team has taken to the implementation, and how the values of equity and social justice were evidenced time and again throughout the work. We are fortunate to have your college blazing trails and changing the way people think about our collective work.”

### **COVID-19 Update**

- Faculty and staff have been incredibly committed and innovative in responding to the pandemic and continuing to support students, and each other. Maintaining a positive spirit and continuing to innovate.
- All programs (courses) are being offered online and the rest of the College is in Remote Operations Mode. Some services require on-site work, such as Security, Mail, IT, monitoring of electronic systems, Campus View Village. All individuals that come to any of our sites are required to complete a health questionnaire, contact security, and observe social distancing and other safety measures.

### CARES Funding:

- The College received \$2.2 million in CARES funding—half is for distribution to students, the other half is to defray costs related to COVID-19.
  - Students:
    - Financial Aid eligible only—we developed a formula for distribution and we have held some back for summer quarter.
    - Since initiated, Department of Education has changed the rules for distribution three times.
  - Institution:
    - Waiting for advice on how it can be used. We know we had increased costs for technology need and lost revenue.

### Information Technology:

- Coordinated the move to remote work for over eighty employees. This move included:
  - Remote secure access.
  - Issuing laptops and hotspots.
  - Issuing cellular phones to keep in touch with students.
- Coordinated the issuing of laptops and hotspots for students in need in collaboration with the library.
- Extended Wi-Fi coverage in all parking lots at Mount Vernon Campus to allow students to use the Wi-Fi from their cars if needed.

- Ensured that Wi-Fi coverage in parking lots at Whidbey Island Campus was adequate. Normally the WI-FI there extends naturally to the parking lots.
- Starting the upgrade of our current telephone system. It will give us extra capabilities that will be well used during remote operations. Expect to switch over June 15.

#### Safety and Security:

- Put in place, and is monitoring, protocols for people coming to campus for various functions.
- Coordinated with Skagit County Public Health Department on the creation and set-up of the County's COVID-19 testing center.
  - Testing started on April 21 and as of last Friday they had conducted 1,368 tests with 52 of those positive (4%).

#### Marketing:

- Busy developing messages and ads that reach out to students in our community letting them know that we are open, online, and ready to assist them with reaching their educational goals. With the tagline, "We're Online With You," the team recently launched a series of digital ads, videos, and social media ads for the Basic Education for Adults and Continuing and Community Education programs. Our social media posts on Facebook, Instagram, and YouTube have contributed to bringing up low enrollment numbers.

#### Campus View Village (CVV):

- Currently has 56 residents (capacity is 140). We have consolidated so that there are 13 completely open units for any quarantine needs.

#### International:

- An on-line Zoom pre-departure orientation is being developed for students, and agents, in order to prepare students with realistic expectations on arrival, housing, arrival quarantine, and to have students familiar with Zoom prior to arrival.
- An international student did test positive and was quarantined during the spring break.
  - Students that had direct contact with the student were also given stricter isolation guidelines until their results were returned—students tested negative for the virus.

- Acknowledged Anji Viola from the international Programs Office, who provided grocery and supply drop-off services to the students.

#### Instruction:

- All courses moved online for finals in less than 4 days!
- Successfully moved 24 professional-technical programs online for spring quarter.
  - Faculty have utilized internal training, such as the inclusive excellence canvas training site and collaborated with statewide, discipline-specific working groups to construct online modules.
  - They have utilized Zoom and recorded lab activities from campus and their homes to continue to offer quality instruction remotely.
- We have added new online programming to Continuing & Community Education courses.
- The Center for Participatory Excellence created an Online Excellence Canvas site for all SVC faculty to support them in moving their courses online. The site includes strategies to ensure inclusive online courses.

#### Student Services:

- Advising led the implementation of “Uchat,” an online chat function, on the first day of Spring Quarter. Students are now able to ask quick advising questions or sign up for drop-in advising sessions with a Navigator or Counselor via this new platform. In addition, advisors began offering one-on-one Zoom and phone new student advising sessions.
- All communications to students in the admission process were re-written to guide students to schedule one-on-one advising appointments.
- Students needing to Petition for Financial Aid were called and scheduled for virtual appointments.
- Winter quarter students who had yet to register for spring quarter were called and set up with virtual Advising appointments as needed, to assist with registering.
- In anticipation of summer/fall new student advising needing to be done remotely, all incoming student are receiving an electronic invite to sign up for one-on-one advising appointments via an online platform called Calendly.

- In addition to regular in-quarter contacts with students, Student Services staff are contacting every student enrolled in Spring Quarter for a “welfare check.” Staff from other departments who have time are contributing in contacting students.
- The Financial Aid Office is in the process of distributing \$1.16M in CARES Act emergency funds to eligible students in the coming weeks. While CARES Act funds are restricted to students eligible for Title IV funding only, the college is committed to assisting our undocumented students as well, and will be using institutional funds to provide emergency funds to those that have completed a WASFA application, in alignment with the same awarding criteria used for CARES Act funds.
- Enrollment Services is receiving between 100-175 emails daily; email has become our new “front counter.” Standard response time is within one business day, and most messages are answered within three hours.

#### Commencement:

- While we made the difficult decision to cancel Commencement ceremonies, we are developing alternative ways to honor our graduates. Grad boxes, videos, and an invitation to participate in the 2020-2021 ceremonies are all underway.

#### Spring Quarter Labs:

- The Governor’s Phase One reopening allows for specific labs to be offered face-to-face, including construction, so Welding has opened for face-to-face lab instruction.
  - We have developed about 25 lab classes that will meet the Governor’s requirements, which includes social distancing, personal protective equipment, disinfecting. We may have to stagger the number of students over the course of the day.
  - Eligible to open labs as of May 4, however, when faculty prepared their syllabi for the quarter they placed lab instruction for later in the quarter. There will be about six programs that will begin in the next few weeks and into summer.

#### Summer Quarter:

- Instruction will be online with remote operations in effect. May loosen some restrictions depending on the Governor’s directive, however, we will proceed with an abundance of caution.
- Developing new programming:

- Instruction for K-12 teachers—regarding teaching online
- No charge for students: What does online learning look like?” And, tips for success.
- Expand outreach to the larger population—not just university students home for the summer, but looking to reach unemployed, or under employed members of the community.

#### Fall Quarter:

- At this point, planning on Fall Quarter online and remote operations. Plan to make final decision in August.
- Need to position ourselves for the ramifications of COVID-19. We are expecting enrollment to increase, but we do not know if and when that will occur. We want to be poised for grant funding—federal and state, and be ready to roll when they become available. Lynnette Bennett, Dean of Instruction, and Darren Greeno, Executive Dean of Workforce Education, will be leading those efforts and reviewing data so that we can quickly move as opportunities arise.

Lindsay Fiker asked if the Board could draft resolution for 2020 graduates and in support of everyone at SVC, recognize the amazing depth of the response that all have given. Dr. Keegan agreed that it is a great idea and would mean a lot to employees. Also an incredible idea to have Board Chair Chris Skinner read the resolution acknowledging graduates on the commencement page website. The Chair agreed that this was a good plan.

#### 5. Board of Trustees/ACT

Christon Skinner:

- On behalf of the Board of Trustees, expressed that they are very pleased, with the quick action of the College and how quickly everything was adapted to remote access. Congratulated everyone involved on a job well done.

Lindsay Fiker:

- ACT conference that was scheduled for later this week will be held remotely. Reminder to complete the ACT ballot for election of officers by this Thursday.

#### VI. STUDY ITEMS

1. Recommendation of Board of Trustees Regular Meeting Schedule for 2020-2021

Dr. Keegan reviewed the proposed meeting schedule for 2020-2021, stating that it follows the same format as the current year schedule.

2. Election of Board of Trustees Vice-Chair, 2020-2021

Dr. Keegan stated that there is a typical rotation into officer positions on the Board and that Flora Perez-Lucatero is interested and willing to serve in the Vice-Chair position for 2020-2021 and then will move into the Chair position the following year.

3. Recommendation of Senior Tuition Waiver

Dr. Keegan stated that at the last Board meeting in March he passed along information from a community member requesting reinstatement of the Senior Tuition Waiver. The waiver was suspended by the Board in 2011 during budget constraints.

An individual, 60 years of age or older, requesting the waiver will be limited to two courses per quarter and only on a space available basis. In addition:

- Enrollment will only be on an audit basis and not for credit.
- A fee of \$5 per quarter will be charged.

Since this waiver will only be on space available basis, the budget impact will be negligible.

Dr. Keegan stated that Dr. Peinado has done a very nice job in working with the community member who made the request. Dr. Peinado acknowledged the work of Dr. Ed Jaramillo, Vice President of Administrative Services, on this issue.

4. Recommendation of Associate in Applied Science – Multi-Occupational Trades Degree

Dr. Keegan stated that this degree will enable students that have completed a registered apprenticeship to increase their opportunities for promotion and continue their education to the Bachelor of Applied Science degree.

## 5. Recommendation of Associate in Education – Paraprofessional Degree

Dr. Keegan reported that SVC currently offers an Associate in Education focused on Early Childhood Education that transfers to Western Washington University's Education Bachelor's program. The proposed degree will offer a separate track for Education Paraprofessionals. The program will transfer to Western Washington University and potentially other state universities. Students who complete the requirements for the Associate in Education - Education Paraprofessional track, will also complete the requirements for the AA-DTA and the Fundamental Course of Study for Para-educators.

## 6. Recommendation of Board Policy EF-1- Fiscal Health

Lindsay Fiker stated that each of the proposed Board policies are presented in two documents; one with track changes and a second document that shows how the final version will read if approved. Majority of changes are language updates for clarification. The policies will be brought to the Board for action at the June meeting.

## 7. Recommendation of Board Policy GP1 – By-Laws

## 8. Recommendation of Board Policy GP-2 – Governing Model

## 9. Recommendation of Board Policy GP-4 – Board/Operational Policies

## 10. Recommendation of Board Policy GP-5 – Board Members Code of Ethics

## VII. ACTION ITEMS

### 1. Recommendation of Resolution 20-03, Continuing Expenditure Authority (Attachment A)

It was moved by Megan Scott O'Bryan and seconded by Flora Perez-Lucatero to approve Resolution 20-03, Continuing Expenditure Authority, as presented.

The Chair asked for a raise of hands from all those in favor. Lindsay Fiker, Flora Perez-Lucatero, and Megan Scott O'Bryan, all raised their hands in favor.

The Chair then raised a point of order and asked Annie Honrath, Assistant Attorney General, if the resolution should be read aloud. Ms. Honrath responded that she believed reading the last paragraph of the resolution would be sufficient.

The Board Chair then read the following:

*Now, therefore, be it resolved, that the Board of Trustees hereby authorizes the President to continue to expend operating funds, capital funds, Services & Activities funds, and McIntyre Hall funds after July 1, 2020 at a level not to exceed the same level as approved by the Board of Trustees in 2019-2020.*

*Be it further resolved that this continuing resolution authorizing the expenditure of funds is to be in effect until action is taken by the Board of Trustees authorizing the 2020-2021 budgets identified above at their October 13, 2020 meeting.*

The Chair then requested a roll call vote:

Lindsay Fiker – aye; Megan Scott O’Bryan – aye; Flora Perez-Lucatero – aye.

MOTION PASSED.

2. Recommendation of Head Start COLA & Quality Improvement Funding Applications

It was moved by Lindsay Fiker and seconded by Megan Scott O’Bryan to approve the Skagit/Islands Head Start and Early Head Start COLA & Quality Improvement Funding Allowances as presented.

The Chair requested a roll call vote:

Megan Scott O-Bryan - aye; Lindsay Fiker – aye; Flora Perez-Lucatero - aye

MOTION PASSED.

3. Recommendation of Head Start Continuation Grant Application

It was moved by Megan Scott O’Bryan and seconded by Lindsay Fiker to approve the Skagit/Islands Head Start Continuation Grant application for 2020-2021 as presented, contingent upon approval from the Policy Council, who will be meeting on May 21, 2020.

The Chair requested a roll call vote:

Flora Perez-Lucatero – aye; Megan Scott O’Bryan – aye; Lindsay Fiker - aye

MOTION PASSED.

VIII. PUBLIC COMMENT

No requests were received.

VIII. NEXT REGULAR MEETING

June 9, 2020, 4:30 p.m., anticipate that it will be held via Zoom.

X. EXECUTIVE SESSION

The Chair announced that the Board would convene into Executive Session to discuss the performance of a public employee. He estimated that the Executive Session would last for approximately 20 minutes and that the Board did not intend to take action when it returned to open session.

5:59 p.m. Recessed

6:05 p.m. Executive Session Called to Order

6:22 p.m. Adjourned Executive Session

6:23 p.m. Open Session Called to Order

XI. ADJOURNMENT

There being no further business, and no action taken following the Executive Session, this meeting was adjourned at 6:25 p.m.

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Christon Skinner, Chair

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

BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 4  
Resolution No. 20-03

RESOLUTION OF THE BOARD OF TRUSTEES OF  
COMMUNITY COLLEGE DISTRICT NO. 4 (SKAGIT VALLEY COLLEGE)  
REGARDING THE 2020-2021 OPERATING, 2020-2021 CAPITAL BUDGET, 2020-2021 SERVICES  
& ACTIVITIES FEE BUDGET, AND THE 2020-2021 MCINTYRE HALL BUDGET  
CONTINUING AUTHORITY

WHEREAS, the COVID-19 Pandemic has caused unprecedented disruption to federal and state operations related to higher education funding, and

WHEREAS, the Washington State Legislature is intending to reconvene in July to consider statewide implications to the budget as a result of COVID-19, and

WHEREAS, there are many unknowns related to enrollment and revenue projections for the 2020-2021 academic year; and

WHEREAS, the budget authorization for operation of Skagit Valley College expires on June 30, 2020, and

WHEREAS, the College has shifted to Remote Operations and Online Instruction, and

WHEREAS, this shift has required an intense focus on planning and implementing necessary changes to ensure success in Equity in Access, Equity in Achievement, and Equity in Community, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby authorizes the President to continue to expend operating funds, capital funds, Services & Activities funds, and McIntyre Hall funds after July 1, 2020 at a level not to exceed the same level as approved by the Board of Trustees in 2019-2020.

BE IT FURTHER RESOLVED that this continuing resolution authorizing the expenditure of funds is to be in effect until action is taken by the Board of Trustees authorizing the 2020-2021 budgets identified above at their October 13, 2020 meeting.

ADOPTED by the Board of Trustees at its regular meeting May 12, 2020.

SKAGIT VALLEY COLLEGE  
COMMUNITY COLLEGE DISTRICT 4



Christon Skinner, Chair  
Board of Trustees

ATTEST:



Secretary, Board of Trustees  
May 12, 2020