

## WSR 21-12-033

## PERMANENT RULES

## SKAGIT VALLEY COLLEGE

[Filed May 25, 2021, 9:45 a.m., effective June 25, 2021]

Effective Date of Rule: Thirty-one days after filing.

Purpose: In June 2020, a new state law (HB 2513) was enacted that prevents colleges from withholding official transcripts for students owing past due fee amounts. As such, we have updated WAC 132D-122-010 Policy, to remove all references to withholding transcripts when fees are past due. While reviewing the language in WAC 132D-122-010 to be in compliance with the new law, college staff also reviewed a related WAC 132D-122-020. This review revealed the need to update methods for notifying students of outstanding debt to the college. WAC 132D-133-020 includes information regarding the current addresses of Skagit Valley College campuses and centers, as well as language regarding operational hours.

Citation of Rules Affected by this Order: Amending WAC 132D-122-010 Policy, 132D-122-020 Notification, and 132D-133-020 Organization—Operational—Information.

Statutory Authority for Adoption: RCW 28B.50.140.

Adopted under notice filed as WSR 21-07-059 on March 15, 2021.

Number of Sections Adopted in Order to Comply with Federal Statute: New 0, Amended 0, Repealed 0; Federal Rules or Standards: New 0, Amended 0, Repealed 0; or Recently Enacted State Statutes: New 0, Amended 1, Repealed 0.

Number of Sections Adopted at the Request of a Nongovernmental Entity: New 0, Amended 0, Repealed 0.

Number of Sections Adopted on the Agency's own Initiative: New 0, Amended 2, Repealed 0.

Number of Sections Adopted in Order to Clarify, Streamline, or Reform Agency Procedures: New 0, Amended 2, Repealed 0.

Number of Sections Adopted using Negotiated Rule Making: New 0, Amended 0, Repealed 0; Pilot Rule Making: New 0, Amended 0, Repealed 0; or Other Alternative Rule Making: New 0, Amended 0, Repealed 0.

Date Adopted: May 25, 2021.

Lisa Radeleff  
Rules Coordinator

**OTS-2959.1**

AMENDATORY SECTION (Amending WSR 89-09-039, filed 4/14/89)

**WAC 132D-122-010 Policy.** If any person, including faculty, staff, student or former student, is indebted to the institution for an outstanding overdue debt, the institution need not provide any further services of any kind to such individual, including but not limited to transmitting files, records, (~~transcripts~~) or other services which have been requested by such person.

[Statutory Authority: RCW 28B.50.140. WSR 89-09-039 (Order 89-04), § 132D-122-010, filed 4/14/89.]

AMENDATORY SECTION (Amending WSR 89-09-039, filed 4/14/89)

**WAC 132D-122-020 Notification.** (1) Upon receiving a request for services where there is an outstanding debt due the institution from the requesting person, the institution shall notify the person in person, or by email or first-class mail that the services will not be provided since there is an outstanding debt due. The person shall be told that until the debt is satisfied, no such services as are requested will be provided.

(2) The letter of notification shall also state that the person has a right to a brief adjudicative proceeding before a person designated by the president of the institution. The proceeding must be requested within twenty days of the date of mailing notification of refusal to provide services.

[Statutory Authority: RCW 28B.50.140. WSR 89-09-039 (Order 89-04), § 132D-122-020, filed 4/14/89.]

### OTS-2960.1

AMENDATORY SECTION (Amending WSR 90-05-045, filed 2/16/90, effective 3/19/90)

**WAC 132D-133-020 Organization—Operation—Information.** (1) Organization. Skagit Valley College, Community College District No. 4, is established in Title 28B RCW as a public institution of higher education. The institution is governed by a five-member board of trustees, appointed by the governor. The board employs a president, who acts as the chief executive officer of the institution. The president establishes the structure of the administration.

(2) Operation. The administrative office is located at the following address:

2405 E. College Way  
Mount Vernon, WA 98273

The office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, except legal holidays. During the summer the college operates on an alternate schedule. Specific information is available through the college public information office and on the college website: [www.skagit.edu](http://www.skagit.edu). Educational operations are also located at the following addresses:

Whidbey Island Campus  
(~~(1201 E.)~~) 1900 S.E. Pioneer Way  
Oak Harbor, WA 98277

(~~(South Whidbey Campus  
5611 S. Bayview Road  
Langley, WA 98260)~~)

San Juan Center  
(~~(P.O. Box 1432)~~) 221 Weber Way  
Friday Harbor, WA 98250

Marine Technology Center  
1606 R Avenue  
Anacortes, WA 98221

Cardinal Craft Brewing Academy  
15579 Peterson Road  
Burlington, WA 98233

(3) Information. Additional and detailed information concerning the educational offerings may be obtained from the catalog, copies of which are available at the following address:

2405 E. College Way  
Mount Vernon, WA 98273

[Statutory Authority: RCW 28B.50.140, chapters 34.05 and 69.41 RCW and 26 U.S.C. 1232g. WSR 90-05-045, § 132D-133-020, filed 2/16/90, effective 3/19/90.]