

WENATCHEE VALLEY COLLEGE
BOARD WORK SESSION
AGENDA

April 24, 2019

10:00 a.m. The Lucy Covington Government Center, Nespalem, WA

	<u>PAGE #/TIME</u>
I. CALL TO ORDER	
II. RECOGNITION	10:00 AM
III. PARTNERSHIP BETWEEN WVC AND COLVILLE CONFEDERATED TRIBES	10:15 AM
• MOA Update	
• Recognition of Traditional Territories	
IV. COMMUNICATIONS	11:15
V. REPORT FROM TRUSTEES	11:20
VI. PRESIDENT’S REPORT	11:25
• Financial Report (Brett Riley)	
• Capital Projects Review (Brett Riley)	
• Enrollment (Jim Richardson)	
• 2019-2020 Academic Calendar (Chio Flores)	PG#2
• 2019-2020 Student Fee Schedule (Brett Riley)	PG#3
• Accreditation Update (Ty Jones)	
• President’s Update (Jim Richardson)	
 LUNCH	 12 PM
VII. BOARD MEETING AGENDA REVIEW	1:00
VIII. EXECUTIVE SESSION (Personnel Issues)	1:05

2020-2021

Wenatchee Valley College - Academic Calendar - Draft #5

Fall 2020

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Dec 14th - Grades Due 3 pm

Winter 2021

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

March

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mar 29th - Grades Due 3pm

Spring 2021

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 22nd - Grades Due 3pm

Summer 2021

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 23rd - Grades Due 3pm

	Fall	Winter	Spring	Total
Teaching Days	50	51	49	150
Final Exams	3	3	3	9
Prep or Advising Day	3	1	1	5
President's Day	1			1
Deans Day	1	1	1	3
Flexible Professional Days*	2	1	0	3
TOTAL DAYS	60	57	54	171
Holidays				

*Refer to current AHE collective bargaining agreement

target: 171

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26. Environmental Systems & Refrigeration Technology	We need to separate budget (see Industrial Te	BP	NP	2	\$32.40	\$95.00	class	148.012.LJ28 0430 LR	
27. Fire Science						\$10.00	class		
28. Geography						\$10.00	class		
29. Geology						\$10.00	class		
30. History						\$10.00	class		
31. Humanities						\$10.00	class		
32. Industrial Technology	We need to separate budget (see Refrigeratio	BP	NP	2	\$32.40	\$95.00	class	148.012.LJ28 0430 LR	
33. Japanese						\$10.00	class		
34. Machining				1	\$16.20	\$16.00	credit	148.012.LJ33 0430 ML	
35. Mathematics						\$10.00	class		
36. Medical Laboratory Technology		BL		2	\$75.00	\$100.00	class	148.012.LJ62 0430 LT	
MLT ITV fee	Walla Walla program 150,213,223,233			2	\$100.00	\$100.00	class		
37. Meteorology						\$10.00	class		
38. Music						\$10.00	class		
39. Native Language						\$10.00	class		
40. Nutrition						\$10.00	class		
41. Occupational Education						\$10.00	class		
42. Oceanography						\$10.00	class		
43. Physics						\$10.00	class		
44. Philosophy						\$10.00	class		
45. Political Science						\$10.00	class		
46. Psychology						\$10.00	class		
47. Sociology						\$10.00	class		
48. Spanish						\$10.00	class		
49. Student Development Skills						\$10.00	class		
50. Teaching						\$10.00	class		
51. Theater						\$10.00	class		
52. Tribal Gaming Management						\$10.00	class		
53. Welding		BW	NX	2	\$75.00	\$75.00	class	148.012.LJ20 0430 LW	148.012.2L2W 0430 QW
54. Instructional Technology*				3	\$65.00	\$65.00	quarter	148.041.1A12 0430 CL	
	*Dedicated to the cost of supplies and maintenance of the computer labs, campus wide print			3	\$30.00	\$30.00	quarter		148.041.2A12 0430 QC
	services and general student technology infrastructure.								
55. Emergency Medical Training		BJ	NS	2	\$75.00	\$100.00	class	148.012.LJ66 0430 LE	148.012.2L66 0430 QM
56. Nursing Programs		BM	NU	2	\$75.00	\$100.00	class	148.012.LJ61 04630 LN	148.012.2L61 0430 QL
	CNA			2	\$75.00	\$100.00	class	148.012.LJ68 0430 LB	
57. Nursing BSN		BM		2	\$100.00	\$100.00	class	148.012.LJ65 0430 AE	
58. Physical Education									
	Fitness Center	AO	MO	3	\$11.80	\$12.00	quarter	148.011.LG25 0430 FC	148.011.2L20 0430 Q9
	Equipment Fee-Physical Education	AO	MO	2	\$11.80	\$12.00	class	148.011.LG20 0430 LG	148.011.2L20 0430 QJ
	Racquetball Court*	AO		0	\$11.80	\$12.00	each	148.011.LG25 0430 FQ	
	*Fee for occasional use of the racquetball court; fee is per session, regardless of the number of people.								
59. Outdoor Recreation Equipment Fee				2	\$15.00	\$15.00	class	148.012.LJ19 0430 AM	
60. Radiologic Technology		BO		3	\$75.00	\$100.00	quarter	148.012.LJ63 0430 LK	
61. Industrial Electronics Software Fee		BT		2	\$48.20	\$50.10	class	148.012.LJ34 0430 CI	
62. Science Lab		AC or AD	MR	2	\$31.60	\$37.00	class/2 hr lab	148.011.LG50 0430 LS	148.011.2L50 0430 QB

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			AC or AD	MR	2	\$58.20	\$63.00	class/4 hr lab	148.011.LG50 0430 SG	148.011.2L50 0430 QB
			AC or AD	MR	2	\$84.80	\$90.00	class/6 hr lab	148.011.LG50 0430 SH	148.011.2L50 0430 QB
63.	HOEEP		BV		3	\$150.00	\$150.00	quarter	148.012.1J11 0430 BH	
64.	Technical Professional Software									
	BCT Software		BE	ND	2	\$33.30	\$14.00	class	148.012.LI16 0430 L8	148.012.2L16 0430 Q8
	Natural Resources		AW		2	\$33.30	\$33.00	class	148.012.LJ57 0430 LO	
	Industrial Electronics Software Fee		BT		2	\$50.10	\$75.00	class	148.012.LJ34 0430 CI	
65.	Technical Professional Labs									
	Agriculture/Tree Fruit		BV	NW	2	\$29.20	\$29.00	class	148.012.LJ26 0430 L6	148.012.2L26 0430 QS
	Criminal Justice		BQ		2	\$29.20	\$29.00	class	148.012.LJ13 0430 CJ	
	Natural Resources		AW		2	\$29.20	\$33.00	class	148.012.LJ57 0430 LU	
66.	Engineering Software				3	\$75.00	\$75.00	quarter	148.012.LJ34 0430 LI	
67.	BAS Engineering Equipment Fee				3	\$100.00	\$100.00	quarter	148.012.LJ56 0430 BK	
	22. Theater (THTR 170 only)		AF		2	\$53.60	\$54.00	class	148.011.LG34 0430 OP	
68.	ABE/ESL Materials Fee		NZ		3	\$10.00	\$10.00	quarter	148.018.1L84 0430 AC	
69.	Private Music Instruction		AN		1	\$350.00	\$350.00	credit	148.011.LG33 0430 NP	
70.	Brewing Class Fee				2	\$20.10	\$20.00	class	148.011.LG31 0430 BW	
71.	Athletic Training Equipment/Supplies		AO		2	\$25.00	\$25.00	class	148.011.LG20 0430 AK	
	72. Robotics						\$75.00	class		
B. MISCELLANEOUS SERVICE FEES										
1.	ASWVC Identification Card Replacement Fee*				0	\$7.50	\$8.00	each	522.264.1P19 0420 19	
	*Wenatchee campus only.									
2.	ABE/ESL Identification Card				0	\$10.00	\$10.00	each	522.264.1P19 0430 1C	
3.	International Student Application Fee				0	\$50.00	\$50.00	each	148.061.1D24 0430 AI	
4.	Instructional Support Fee (International Student)				3	\$10.00	\$10.00	quarter	148.061.1D24.0430 C7	
5.	Service Fees									
	NSF Check Processing Fee				0	\$40.00	\$40.00	each	148.082.1B00 0405 NS	
	Lost Keys/Other WVC Items				0	up to \$10.00	up to \$10.00	each	148.092.1E05 0405 MR	
	Invoice Fee				3	\$12.00	\$12.00	quarter	145.182.1B80 0420 BO	
	Duplicate Copies (W2, 1099, 1098T)				0	\$7.50	\$8.00	each	145.182.1B80 0420 CA	

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6. Parking Fees (\$2-\$40 quarter; \$70-\$150 annual)*				variable	variable				
*Wenatchee campus only.									
New Permit			3			quarter	528.252.1B92 0402 PN		
Permit Renewal			3			quarter	528.252.1B92 0402 PP		
Evening Permit			3			quarter	528.252.1B92 0402 P5		
Reserved Permit			3			quarter	528.252.1B92 0402 PR		
Parking Permit Staff			3			quarter	528.252.1B92 0402 PS		
Parking Fine			0			each	528.252.1B92 0405 PF		
7. Registration Fee*			3	\$15.00	\$30.00	quarter	148.066.1D01 0430 FY		
*Used to support registration.									
8. Transcript Fee			0	\$10.00	\$10.00	each	148.500.1404 0430 FT		
Same day transcript processing fee			0		\$20.00	each	148.500.1404.0430 FT		
9. Payment Plan Charge			3	\$25.00	\$25.00	quarter	148.082.1B81 0420 PC		
10. Payment Plan Late Charge									
First due date late payment			0	\$20.00	\$20.00	each	148.082.1B81 0405 PL		
Third due date late payment			0	\$40.00	\$40.00	each	148.082.1B81 0405 PL		
11. Application Fee - Limited Enrollment Programs			0	\$50.00	\$50.00	each	148.043.1J60 0430 AG		
12. Allied Health Key/ID Replacement*			0	\$20.00	\$20.00	each	148.012.LJ60 0405 KR		
*Fee covers the cost of replacing lost keys and clinical ID cards.									
13. Admission Application Fee			4	\$15.00	\$15.00	year	148.066.1D01-0430-AA		
Fee covers the initial application process and graduation fee.									
13. Tech Prep			4	\$15.00	\$15.00	year	148.012.1D68 0430 EU		
14. Bachelor's Application Fee*									
*Fee covers the initial application process to Bachelor's programs									
Engineering			0	\$50.00	\$50.00	each	148.012.LJ56 0430 EY		
Teaching			0		\$50.00	each			
Data Analytics			0		\$50.00	each			
15. BSN Application Fee*									
*Fee covers the initial application process to BSN program									
Nursing			0	\$50.00	\$50.00	each	148.012.LJ65 0430 AJ		
16. Drop for Non-Payment*			0	\$10.00	\$10.00	each	148.082.1B83 0405 DA		
*Fee is applied each time a student is dropped for non payment after the tuition due date deadline.									
C. TESTING FEES									
Fees cover the cost of test materials, processing, proctors, transcribing, and activities pertaining to assessment.									
1. Challenge									
Testing			0	\$50.00	\$50.00	each	148.063.1D61 0430 ET	148.063.2D61 0430 QT	
Per credit fee			1	\$10.00	\$10.00	credit (15 max.)	145.111.1U20 0430 EX	145.111.1U20 0430 EX	
2. Accuplacer			0	\$24.00 \$8.00/section	\$24.00 \$8.00/section	3 sections	148.063.1D61 0430 EB	148.063.2D61 0430 QH	
3. Radiologic Technology Test			0	\$52.00	\$52.00	each	148.012.LJ63 0430 EK		

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4.	Proctor Fee*		0	\$25.00	\$25.00	each	148.063.1D69 0420 EP	148.063.2D69 0420 EQ
	*Any test administered independently for individuals who are not students at Wenatchee Valley College.							
D. PASS THROUGH FEES - EXTERNAL PROGRAMS AND INSURANCE								
	Fees that are collected as an amount to be remitted to an outside agency, e.g., insurance, field trips, ski lift tickets, testing fees are established by the third party or to cover the cost of the service. Rates are subject to change. Wenatchee Valley College collects these fee amounts only as a service to students.							
1.	Insurance - Allied Health Care Liability Malpractice			variable	variable	variable	148.011.1G0L 0430 IL	148.011.1G0L 0430 IL
	Rates subject to change from the insurance company. All health care students in clinicals are required to obtain this coverage.							
2.	Insurance - Student Intern Liability		3	\$12.00	\$12.00	quarter	148.011.1G0L 0430 II	
3.	Additional Diploma Cover		0	\$5.00	\$5.00	each	148.061.1D21 0430 AH	
4.	Experiential Learning Fee (Field Trips)							
	Covers the estimated cost of transportation and related expenses for experiential learning activities.							
	Science		2	\$7.50 min.; \$50 max.	\$7.50 min.; \$50 max.	class	148.011.LG50 0430 L3	148.011.2G50 0430 QP
	Musie		2			class	148.011.LG33 0430 NK	
	Anthropology-Omak		2			class		148.011.2L39 0430 QV
	History/Political Science-Omak		2			class		148.011.2L43 0430 QX
	Sociology/Philosophy-Omak		2			class		148.011.2L45 0430 QY
	Natural Resources		2			class	148.012.LJ57 0430 NF	
	Agriculture		2			class	148.012.LJ26 0430 AF	
	Outdoor Recreation		2			class	148.012.LJ19 0430 OF	
	Machining		2			class	148.012.LJ33 0430 MH	
	Art		2			class	148.011.LG31 0430 NG	
	Industrial Tech		2			class	148.012.LJ34 0430 OT	
	English		2			class	148.011.LG36 0430 E4	
5.	First Aid		2	\$6.00	\$6.00	class	148.012.1J60 0430 L1	148.011.2L20 0430 QU
6.	CPR Replacement Card		0	\$20.00	\$20.00	each	148.012.1J61 0430 L7	
7.	Book Fee							
	Fee covers the actual cost of books or specialized supplies for a course.							
	SDS Book Fee - Career Tests		2	\$21.00	\$21.00	class	148.063.1D04 0430 BF	
	ECE Book Fee-Omak		2	variable	variable	class		148.012.2L71 0430 Q7
8.	OSHA Safety Certification							
	Fee covers the actual cost of the test.							
	Industrial Tech		0	variable	variable	each	148.012.LJ34 0430 OS	
	Refrigeration		0	variable	variable	each	148.012.LJ28 0430 OA	
9.	Program Required Tests							
	Fee covers the actual cost of the test.							
	TEAS		0	variable	variable	each	148.012.LJ61 0430 EN	
	Workkey Assessments		2	variable	variable	class	148.012.LJ42 0430 AW	
10.	Automotive Toolkit		0	\$75.00	\$75.00	each	148.012.LJ43 0430 LC	
	Optinal if student brings their own							

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11. Refrigeration Toolkit (Optional if std brings own)			0	\$50.00	\$50.00	each	148.012.LJ43 0430 LC
Optinal if student brings their own							
12. Clinical Placements			0	\$100.00	\$100.00	each	148.012.LJ61 0430 NE
Fee covers the cost of placement to Eastern State Hospital							
13. Public Records Request							
Photocopy of paper records			0		.15 cents		
Electronic copy of scanned records			0		.10 cents		
Files loaded to digital media (CD or DVD)			0		.10 cents		
Records on CD or DVD			0		Various		
Postage/Delivery charges/Packaging			0		Various		
E. FOOD SERVICE, STUDENT HOUSING AND STUDENT RECREATION CENTER							
1. Food Service			3	variable	variable	quarter	573.262.1B90 0430 DB
Charges are based upon food service costs.							
2. Student Housing							
A. Dorm Deposit			0	\$200.00	\$200.00	each	573.262.1B96 0430 DD
B. Administrative/Programming Fee			0	\$200.00	\$200.00 nonrefundable	each	573.262.1B95 0430 DG
C. Application Fee			4	\$50.00	\$50.00	year	573.262.1B91 0430 DF
D. Dorm Damage Charge			0	variable	variable	each	573.262.1B91 0405 DC
Student housing damage charges vary depending on damage assessment.							
E. Dorm Room			3	as needed to max.	as needed to max.	quarter	573.262.1B91 0423 DR
F. Dorm Technology Fee			3	\$60.00	\$60.00	quarter	573.262.1B91 0430 DT
G. Weekly-Fee Quarterly Fee			0	\$111.00	\$1,440.00	weekly	573.262.1B91 0423 DR
Nightly Fee					\$16.00		
H. Resident Life Payment Plan			3	\$25.00	\$25.00	quarter	148.082.1B81 0420 DL
Resident Life Payment Plan Late Fee							
First due date late payment			0	\$20.00	\$20.00	each	148.082.1B81 0405 DM
Third due date late payment			0	\$40.00	\$40.00	each	148.082.1B81 0405 DM
I. General Contract Violations			0	\$5-\$50	\$5-\$50	each	573.262.1B95 0405 DP
These fees apply to residents who violate rules/policies outlined in the Housing Handbook							
Improper Check Out Fee			0	\$35.00	\$35.00	each	573.262.1B95 0405 DP
Conduct Violations							
First Offense			0	\$35.00	\$35.00	each	573.262.1B95 0405 DP
Second Offense			0	\$50.00	\$50.00	each	573.262.1B95 0405 DP
Third Offense			0	\$75.00	\$75.00	each	573.262.1B95 0405 DP
Roof Access			0	\$100.00	\$100.00	each	573.262.1B95 0405 DP
Tampering/Disabling Fire Safety Devices			0	\$250.00	\$250.00	each	573.262.1B95 0405 DP
Early Contract Termination Fee			0	\$750.00	\$750.00	each	573.262.1B95 0405 DP
Overnight Guest Violation			0	\$40.00	\$40.00	each	573.262.1B95 0405 DP
Garbage			0	\$25.00	\$25.00	each	573.262.1B95 0405 DP
Lock Out			0	\$10.00	\$10.00	after 3	573.262.1B95 0405 DP
J. Lost Key			0	\$10.00	\$10.00	each	148.092.1E05 0405 DK
K. Residence Hall Parking Fee			3		\$10.00	each	
☞ Student Recreation Center (SRC)							
WVC Guest			0	up to \$5.50 includes tax	up to \$5.50 includes tax	each	522.264.1PVW 0430 VW
WVC Student Guest (with current student ID)			0	up to \$3.50 includes tax	up to \$3.50 includes tax	each	522.264.1PVW 0430 VW

	WVC Transitional Studies/Summer (Optional)			3	\$5.00	\$5.00	quarter	522.264.1PVW 0430 VW	
	SRC Equipment Rental			0	variable	variable	each	522.264.1PVW 0430 VW	
	SRC Room Rental			0	variable	variable	each	522.264.1PVW 0430 VW	
<u>F. PROFESSIONAL DEVELOPMENT AND COMMUNITY EDUCATION COURSES</u>									
	Fees vary to cover costs of the courses.								
<u>G. ADJUNCT PROGRAM SALES</u>									
	Funds collected are subsequently used to support the program generating the sales. These sales of goods or services are created as an adjunct to the instructional programs.								
	1. Automotive Repair			0	variable	variable	each	148.042.1J23 0420 AT	
	2. Tree Fruit/Horticultural Sales			0	variable	variable	each	148.042.1J2P 0420 AP	
<u>H. STUDENT SELF IMPOSED FEES</u>									
	1. Comprehensive Fee			1	\$1.50/credit; \$15.00 max.	\$1.50/credit; \$15.00 max.	credit		528.252.2B93 0430 QR
	This north campus fee is dedicated to various student areas rather than collecting individual fees. (i.e. graduation, parking lot maintenance)								
	2. Student Recreation Center (SRC)			1	\$5.00/credit; \$75.00 max.	\$5.00/credit; \$75.00 max.	credit	522.264.1PVW 0430 VW	
<u>A. LAB, MATERIALS AND SERVICE FEES</u>									
	All new fees or changes in fees require approval by the Board of Trustees. Annually, information is distributed about current fee revenue and expenses and fees are reviewed by area directors, deans or others. Recommendations for changes are made by deans or directors and discussed by the president's cabinet before being presented to the Board for approval.								
<u>B. PASS THROUGH FEE CHARGES - TESTING, INSURANCE & EXTERNAL PROGRAM FEES</u>									
	Fees collected and remitted to an outside agency, (e.g., insurance, field trips, ski lift tickets, testing fees) are established by the third party. Wenatchee Valley College collects these fee amounts only as a service to students. These fees are not subject to legislative restrictions and are reported to the Board as an information item.								
<u>C. SALES</u>									
	Departments producing goods or a service as a by-product of the educational program may retain the revenues for use in the instructional program.								
<u>D. ANNUAL APPROVAL BY THE BOARD OF TRUSTEES</u>									
	All fees are approved by the Board on an annual basis.								
<u>E. STUDENT APPROVED FEES</u>									
	The Student Recreation Center (SRC) Fee (\$5.00 per credit, maximum of \$75.00 per quarter) and the Omak Comprehensive Fee (\$1.50 per credit, maximum of \$15.00 per quarter) are student initiated and approved fees.								
<u>F. ACCOUNTING AND BUDGETING</u>									
	The fiscal services office is responsible for maintaining current fee code and rate tables for ensuring correct assessment of fees.								
	All fees and program revenues are budgeted for the coming fiscal year, based upon historical revenue collections and projected program changes. Updates may be made to budgets in response to enrollment or other program changes. Any balance at the close of a fiscal year is carried forward to the next fiscal year. This process will allow for planned expenditures that exceed the annual revenue collected. All budget adjustments are processed through the district budget manager for reporting to the Board. Laboratory and material fees may not be used to cover salary expenses unless directly related to the lab environment.								
	NOTATIONS:								
	>All fees proposed for 2019-20 that had cents were rounded up or down to the nearest dollar. This includes new fees that were proposed for 2019-20.								
	>All disciplines were added to the schedule of fees as separate line items. Each discipline has been assessed a proposed fee of \$10.00.								
	>All notations in red are proposed changes for 2019-20. The changes include new fees, adjusted amounts to previous fees and the deletion of previous fees.								