

**BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT VIII  
BELLEVUE, WASHINGTON**

A regular meeting of the Board of Trustees of Community College District VIII, state of Washington, was held May 20, 2009 in the boardroom, B201, of Bellevue Community College, 3000 Landerholm Circle SE, Bellevue, Washington. Ms. Lee Kraft, Chair, presided.

I. EXECUTIVE SESSION

Lee Kraft announced that there would be an executive session for approximately 30 minutes to review collective bargaining sessions with an employee organization. Bea Hughes was invited to join the Board in A201 for this discussion. The executive session began at 11:11 a.m. At 11:35 a.m. it was announced that the executive session would be extended by 10 minutes and expanded to discuss the evaluation of a state employee. The executive session ended at 11:56 a.m.

II. LUNCH

The Trustees had lunch together. No business was conducted.

III. BUSINESS SESSION

The Business Session began at 12:06 p.m. in B201

IV. INTRODUCTIONS

Jean Floten, President  
Lucinda Taylor, Sec., Board of Trustees.  
Rachel Solemsaas, VP of Admin Services  
Melissa Sitzenstock, Classified Employee  
Representative  
Adenuga Atewologun, ACE Fellow  
Paula Boyum, VP of Workforce Development  
Dan Beert, Program Chair, Interior Design  
Mary Canan, Executive Director of Finance  
Spence de Mille, Instructor, Interior Design  
Representative Marcie Maxwell

Paula Kosasih, Student

Cheryl Bateman, Asst. Attorney General  
Rosemary Richardson, Pres., BCCAHE  
Amanda Alva, President, ASG  
Peter Benarcik, Instructor, Interior  
Design  
Bea Hughes, VP of Human Resources  
Tom Pritchard, VP of Student Services  
Joseph Root, President Elect, ASG  
Kelly Paustain, Manager, Finance  
Senator Fred Jarrett  
George Scarola, League of Education  
Voters  
Clairine Runtung, Student

V. ROLL CALL

Mr. Chiles, Ms. Kraft, Ms. Orrico, Mr. Miller and Mr. Vashee were present.

VI. CONSENT AGENDA

BT-CA.1      March 4, 2009 Board Meeting Minutes

The minutes of the March 4, 2009 board meeting were approved.

BT-CA.1      March 11, 2009 Special Board Meeting Minutes

The minutes of the March 11, 2009 special board meeting were approved.

BT-CI.1      Quarterly Financial Report, 2<sup>nd</sup> Quarter Ending December 31, 2008

BT-CI.2      Quarterly Financial Report, 3<sup>rd</sup> Quarter Ending March 31, 2009

BT-CI.3      Enrollment Report, Winter Quarter 2009

VII. CONSTITUENT REPORTS

BT-CR.1      Faculty Report

Rosemary Richardson, Bellevue Community College Association of Higher Education (BCCAHE) president, reported that:

- BCCAHE is working on changing to BCAHE but is currently still BCCAHE;
- BCCAHE extends its congratulations to this year's 2009 Margin of Excellence recipients and appreciates the board's attendance at the ceremony this afternoon;
- BCCAHE commends Faisal Jaswal, Alan Yabui, and the group of BC employees who have worked this year to add an Employee Safety net fund to our Bellevue College Student Safety Net fund;
- BCCAHE elections have been completed and the Executive Council will take office following contract ratification in September;
- 2009-10 BCCAHE Executive Council members include President Doug Brown, Vice President Alan Yabui, Secretary/Treasurer Eva Norling, Gabriella Bedoyan, Graham Haslam, Jennifer Laveglia, Sue Miller, Russ Payne, and Louis Watanabe;
- Gabriella Bedoyan, adjunct faculty member in Communications Studies and BCCAHE Executive Council member, has been selected for the 2008-09 NEA Emerging Leadership Academy;
- Nine replacement faculty positions and two new faculty positions have been filled or are in the process of being filled;
- Administration and faculty have commenced negotiations on a limited set of contract re-openers;
- BCCAHE Executive Council members have been active in affiliate work this spring; and
- Rosemary commended the administration for the positive and open process for budget development, something reportedly not being experienced at other colleges.

BT-CR.2      Classified Staff Report

Melissa Sitzenstock, classified staff representative, reported that:

- Professional Development Day in April was held in conjunction with faculty and feedback has been very positive, particularly on the opportunity for interaction with faculty;
- Melissa praised the college for the openness of the budget process;
- The reorganization process has been helpful and classified staff urge administration to consult with affected staff, especially in the Business Division where there will be high impact;
- Feedback on the parking task force primarily emphasizes that there is no support for a parking fee without a complete Commute Trip Reduction plan that specifies how fees collected would be used;
- The budget planning process has put us in a relatively good position, and there may be an option to not lay off one of the initially identified classified positions;
- Melissa has started looking at the committee book and working to identify individuals to serve on various committees; and
- There is hope that the state budget situation will stabilize and no further cuts will be necessary.

#### BT-CR.2 Student Report

Amanda Alva, Associated Student Government (ASG) President, reported that:

- The 2009-10 Services and Activities Fee will be presented as a future action item today and Amanda provided an overview of the budget development process;
- The students evaluated proposed budget cuts and the impact on student services, increased demand, etc.;
- The committee was able to anticipate a small amount of growth in the budget, sustaining most programs at current levels and increasing some;
- The committee was pleased to be able to fund the Black Student Union as a new program this year;
- The committee took a conservative approach to ensure funding for future growth given a shrinking budget;
- ASG elections have been the focus for the past month with 42 candidates running for the 10 available positions;
- Transitioning for ASG members has begun with the new officers being introduced to ongoing projects;
- The ASG is trying to increase transparency in student government, inviting student participation and engaging the students in decision making;
- The ASG was very active in Olympia this year and this was very visible to our legislature and the community in general;
- Chapman Chung did a great job marketing ASG and recruiting candidates;

- Amanda will be meeting with Rachel Solemsaas regarding the budget and parking task force recommendations; and
- Lee commended Amanda and her group on their effectiveness in Olympia and as the head of the student body.

VIII. ACTION ITEMS

BT-A.1 Sabbatical Leave Authorization for the 2009-10 Academic Year

Tom Nielsen presented an overview of the recommendation for sabbatical leave authorization for the 2009-10 academic year.

It was moved by Paul Chiles and seconded by Vicki Orrico that:

Motion 16:09        The Board of Trustees of Community College District VIII concurs with the recommendation of the President and authorizes sabbatical leaves equivalent to .5 FTEF, at the cost of \$12,293 for the 2009-10 academic year.

The motion was approved 5-0.

BT-A.2 Approval to Seek Authorization to Offer Bachelor of Applied Arts in Interior Design

Tom Nielsen presented an overview of the request for approval to seek authorization to offer a Bachelor of Applied Arts in Interior Design. Tom Introduced Dan Beert, Peter Benarcik and Spencer de Mille of the Interior Design program and thanked them for their diligence in preparing the baccalaureate degree curriculum.

It was moved by Paul Chiles and seconded by Steve Miller that:

Motion 17:09        The Board of Trustees of Community College District VIII hereby grants approval for the development of a Bachelor of Applied Arts in Interior Design.

The motion was approved 5-0.

BT-A.3 Policy on Policies

Rachel Solemsaas presented an overview of the proposed revisions to policy 1250 Formulation and Issuance of College Policies and Procedures.

It was moved by Vijay Vashee and seconded by Steve Miller that:

Motion 18:09        The Board of Trustees of Community College District VIII approves the revised Formulation and Issuance of College Policies and Procedures Policy as presented in BT-A.3, 5-20-09, Attachment 1

The motion was approved 5-0.

BT-A.4 Policy Revisions

Rachel Solemsaas presented an overview of the requested policy revisions.

It was moved by Vicki Orrico and seconded by Vijay Vashee that:

Motion 19:09           The Board of Trustees of Community College District VIII approves the changes to the BC Policies and Procedures Manual as indicated in BT-A.4, 5-20-09, Attachment 1.

The motion was approved 5-0.

BT-A.5           2009-10 Tuition and Fee Schedules

Rachel Solemsaas presented an overview of the 2009-10 tuition and fee schedules. Amanda Alva indicated that she and Rachel have been in close communication throughout the budget process, she has been a member of the Planning Council, and has been able to communicate with the student body regarding budget development. This increase has been anticipated by the student body. Jean Floten noted that the State Board for Community and Technical Colleges has the decision making capacity for setting tuition rates but that it's important for the Board of Trustees to be informed and take action on this item.

It was moved by Steve Miller and seconded by Vijay Vashee that:

Motion 20:09           The Board of Trustees of Community College District VIII approves the tuition increases approved by the State Board for Community and Technical Colleges which are reflected in BT-A.5, 5-20-09, Attachment 1, Bellevue College Tuition Rates.

The motion was approved 5-0.

BT-A.6           Changes to Tuition Waiver Policy Fall Quarter 2009

Rachel Solemsaas presented an overview of the proposed changes to Policy 2400 Tuition and Fee Waivers, as required by HB2219.

It was moved by Steve Miller and seconded by Paul Chiles that:

Motion 21:09           The Board of Trustees of Community College District VIII approves the revised waiver policy as reflected in BT-A.6, 5-20-09, Attachment 1, 2400 Tuition and Fee Waivers.

The motion was approved 5-0.

IX. FUTURE ACTION ITEMS

BT-FA.1           2009-10 College Budget

Rachel Solemsaas presented an overview of the budget planning process for the 2009-10 college budget, including allocations from the state and reduction strategies. A balanced budget proposal will be presented for approval at the June 17, 2009 meeting.

It was moved by Paul Chiles and seconded by Vicki Orrico that:

Motion 22:09        The Board of Trustees of Community College District VIII will forego their travel budget to further the budget reduction goals of the college.

The motion was approved 5-0.

BT-FA.2        2009-10 Services & Activities Fee Budget

Tom Pritchard introduced ASG President Elect Joseph Root who provided a brief overview of his background. Tom then presented the proposed 2009-10 Services and Activities Fee budget. Amanda Alva and Joseph Root provided an overview of the budget development process. This item will be presented for approval at the June 17, 2009 meeting.

Tom Pritchard thanked Paul Chiles for his participation at TRiO events and announced that Paul had been “pinned” at the most recent awards ceremony as an honorary TRiO student.

Paul Chiles congratulated Amanda, Joseph and the Services and Activities Fee committee for their great work on the S&A budget.

BT-FA.3        Lockwood Distinguished Faculty Award

Gaynor Hills presented an overview of the Lockwood Distinguished Faculty Award. A recommendation for award will be presented for approval at the June 17, 2009 meeting and the recipient will be honored at commencement.

BT-FA.4        CEO Contract

Lee Kraft informed the group that President Floten would be forwarding her self-evaluation for review prior to the next board meeting. There will be an executive session to review the self-evaluation prior to this item being presented for approval at the June 17, 2009 meeting.

BT-FA.5        Board elections - Chair and Vice Chair

Lee Kraft presented a proposal for election of the Board Chair and Vice Chair for 2009-10. This item will be presented for approval at the June 17, 2009 meeting.

X.        INFORMATION ITEMS

BT-I.1        ACE Fellow Summary of Activities

Adenuga (Nuga) Atewologun, visiting ACE Fellow, presented an overview of his activities at Bellevue College during his nine month fellowship. Key points included:

- Nuga has found this year at Bellevue College to be very educational and intellectually stimulating;
- Keeping up with President Floten has been a challenge, and Nuga has learned that the job of president is 24/7;

- Nuga has attended WACTC, President's Staff and Planning Council meetings throughout the year;
- Nuga has participated in student activities including playing chess with students, attending lectures and presentations, and presenting at a TRiO awards ceremony, among others;
- Nuga commended the board on their active participation in the governance of the college;
- The core value of Bellevue College is to place students at the center of all we do. Nuga has observed many instances of how this is evident in all areas of decision making and college activities;
- Bellevue College has leadership that is purposeful, collaborative, deliberative and decisive as practiced by President Floten;
- The college has a great relationship with its Foundation, letting the mission drive the budget rather than the other way around;
- Nuga thanked President Floten, Lucinda Taylor, Donna Sullivan and President's Staff for their incredible support, and thanked the college and students as a whole;
- Jean commented that Nuga's contributions to the college have been fun, honest, forthright, goal-oriented, deliberative, and thought-provoking;
- Jean had the opportunity to participate in ACE Fellow activities and would like to bring the program to our college to provide an opportunity for our faculty to participate; and
- Jean thanked Nuga for the incredible opportunity to work with and learn from him as he has participated in leadership activities this year.

## XI. STAFF AND BOARD REPORTS

### BT-RB.1 Board

#### Capital/New Campus Planning

Paul Chiles reported that:

- The new Science building opened in April and is thoroughly appreciated;
- The new Health Sciences building is still on schedule for construction and occupancy in 2013, if all goes as planned; and
- Repairs are coming in under estimate, benefiting our budget situation.

#### Foundation Campaign

Vicki Orrico reported that:

- The Advancing Student Success Campaign, still in the quiet phase, has now raised \$2,242,685 against the \$6.7 million goal;
- CEO breakfasts and house parties have been very successful, helping us reach numerous new potential donors and friends of the college;

- The Foundation welcomed a new board member, Steven Litzow, a Management Consultant with EMM Group; and
- The annual luncheon has been a phenomenal success, raising \$219,000 so far, including \$45,000 from our angel donors and increasing our donor base by 150 new donors.

Long Range Finance/Resource Planning

No report.

TACTC Board of Directors

No report.

TACTC Legislative Committee

Steve Miller reported that:

- He attended the spring TACTC conference and, while the community college system has fared relatively well so far in the current economic situation, it's likely that the economic downturn has not reached the end; and
- The HECB has created a System Design Task Force and we'll want to pay attention to recommendations coming from this group as their study will be presented to the legislature and will be likely to affect decisions regarding baccalaureate authorization in the future.

College Events

Trustees reported that:

- Paul has attended the TRiO awards ceremony and reported that it was inspiration, as usual; and
- All trustees attended the annual luncheon and participated as angel donors.

BT-RB.2     President

No report.

XII. SPECIAL RECOGNITION

BT-SR.1     Special Recognition – All Washington Academic Team

- Paula Kosasih and Clairine (Claire) Runtung were recognized for their distinction of being named to the All Washington Academic Team; and
- Recognizing the best and brightest community and technical college students in the state, the All-Washington Academic Team is a project of Phi Theta Kappa international honor society and the American Association of Community Colleges.

It was moved by Steve Miller and seconded by Paul Chiles that:



Motion 23:09        The Board of Trustees of Community College District VIII hereby congratulates Paula Kosasih and Claire Runtung on their outstanding accomplishments and expresses sincere appreciation for representing the college as members of Phi Theta Kappa.

The motion was approved 4-0.

BT-SR.2        Special Recognition – Bellevue College Honor Roll

Lee Kraft and Jean Floten expressed gratitude for the extraordinary efforts of Senator Fred Jarrett, Senator Rodney Tom, Representative Marcie Maxwell and George Scarola during the recent legislative session. These individuals put in many long hours to forward bills supporting increased baccalaureate authority at Bellevue College, in addition to advocating for higher education in myriad other actions.

It was moved by Vijay Vashee and seconded by Paul Chiles that:

Motion 24:09        The Board of Trustees of Community College District VIII hereby extends its sincerest appreciation for support of expanded educational opportunities for our students, dedication to provide resources to develop the skilled workforce needed in our region, and commitment to improving the community in which we live and work, and names to the Bellevue College Honor Roll Senator Fred Jarrett, Senator Rodney Tom, Representative Marcie Maxwell and George Scarola.

The motion was approved 4-0.

XIII. UNSCHEDULED BUSINESS

No unscheduled business.

XIV. ADJOURNMENT

There being no further business, the regular meeting of the Board of Trustees adjourned at 2:14 p.m. The next regular meeting will be held on June 17, 2009.

XV. STUDY SESSION

BT-SS.1        Margin of Excellence Award Ceremony

- Sponsored by the BC Foundation, the Margin of Excellence Award has been bestowed upon 112 recipients since its inception 25 years ago. This year, the college will celebrate six outstanding faculty and staff members being honored by their colleagues, their students and the Foundation;
- Classified staff honored were Richele Buoy, Advising Information Specialist and Ron Holland, Program Specialist 2, TRiO;
- Administrative exempt staff recognition was given to Carol Ryckman, Administrative Services Manager, Science Division;

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- Part-time faculty recognition was given to Louis Watanabe, Instructor, Business Administration – Transfer and Business/Marketing Management; and
- Full-time faculty honored were Weihong Geiger, World Languages (Chinese), and Mary Thorp, Nursing.

ATTEST:

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Lee Kraft, Chair  
Board of Trustees

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Lucinda Taylor  
Secretary, Board of Trustees  
Community College District VIII