

BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT VIII  
BELLEVUE, WASHINGTON

A regular meeting of the Board of Trustees of Community College District VIII, 3000 Landerholm Circle SE, state of Washington, will be held on Wednesday, March 10, 2010. The business session will begin at 2:15 p.m. in room B201. Steve Miller, Chair, will preside.

AGENDA

LUNCH – 12:00 PM – A201

The Trustees will have lunch together. No business will be conducted.

I. EXECUTIVE SESSION – 12:30 PM

There will be an executive session for 60 minutes to discuss evaluation of state employees and to discuss the selection of a site or the purchase of real estate, when publicity regarding such consideration would cause a likelihood of increased price.

II. STUDY SESSION – 1:00 PM – B201

Open Government Responsibilities of Board Members  
Momentum Points: Student Achievement

Cheryl Bateman  
Tom Nielsen,            Tab 1  
Patty James

III. BUSINESS SESSION – 2:15 PM

IV. INTRODUCTIONS

V. ROLL CALL

VI. CONSENT AGENDA

February 3, 2010 Board Meeting Minutes

Lucinda Taylor            Tab 2

VII. CONSTITUENT REPORTS – 2:25 PM

Faculty  
Classified  
Student

Doug Brown  
Melissa Sitzenstock  
Joseph Root

VIII. FUTURE ACTION ITEMS – 2:55 PM

Sabbatical Leave Authorization for the 2010-11 Academic Year

Tom Nielsen            Tab 3

IX. ACTION ITEMS – 3:00 PM

North Campus Center Replacement  
Award of Non-Traditional Credit Policy  
Tenure Review Committee Recommendations for the 2010-11  
Academic Year

Rachel Solemsaas    Tab 4  
Tom Nielsen            Tab 5  
Tom Nielsen            Tab 6

Please note: Times indicated on the agenda are only estimates and are subject to change.

BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT VIII  
BELLEVUE, WASHINGTON

RECEPTION – 3:30 PM

The Board will recess for approximately 30 minutes to host a reception for newly tenured faculty members. The college community is invited to attend.

X. STAFF AND BOARD REPORTS – 4:00 PM

Capital/New Campus Planning	Paul Chiles
Economic Development	Vijay Vashee
Foundation/Campaign	Vicki Orrico
Long Range Finance/Resource Planning	Steve Miller
Strategic Plan Review	All
TACTC Board of Directors	Paul Chiles
TACTC Legislative Committee	Steve Miller, Vicki Orrico
College Events	All
President	Jean Floten

XI. UNSCHEDULED BUSINESS / COMMUNITY TESTIMONY – 4:45 PM

XII. ADJOURNMENT – 5:00 PM

**REGULAR MEETING AGENDA ITEM**

**Tab 1**

**March 10, 2010**

**Information**     **Discussion**     **Action**

**Topic**

Washington Student Achievement Initiative (SAI)

**Description**

The Washington State Board for Community and Technical Colleges introduced the Student Achievement Initiative in AY 2007-08. Beginning in FY 2010, a limited amount of funding was distributed to colleges based on this new accountability measure. The college has monitored the data provided by SBCTC over the past two years while it has concurrently introduced and evaluated activities to improve student success. A brief overview of the Student Achievement Initiative and the efforts underway is being presented to the Board of Trustees as an information item.

**Key Questions**

- \*     What are the key elements of the Student Achievement Initiative (SAI)?
- \*     To what extent did the college meet or exceed the baseline momentum points totals?
- \*     How could the SAI be improved or refined?
- \*     What efforts are being taken within the college to improve student achievement?

**Analysis**

Across the nation, accountability in education has been a growing interest. Tying funding to outcomes, rather than solely on enrollments, is being phased in as an approach to evaluating “return on investment” and improving educational levels of the populace. Within our college we engage in our own accountability measurements through ongoing continuous improvement efforts and new initiative development, deployment, and evaluation.

The SAI provides a perspective of learning “gains” that informs our own internal efforts to improve student learning. While the college exceeded its AY 2007-08 baseline level of momentum points in AY 2008-09, further examination of the SAI data has prompted the adoption of program level activities for improving student learning as well as an

assessment of how the SAI might better result in an increased educational attainment of our citizenry.

### **Background Information**

Attachment 1 – Student Achievement Momentum Point Calculation (source: SBCTC)

### **Recommendation/Outcomes**

The Board will have an opportunity to review the Student Achievement Initiative and the actions the college is taking to monitor and implement program improvements.

**Prepared by:** Patty James, Director  
patricia.james@bellevuecollege.edu, 425-564-3152

# Student Achievement Initiative Momentum Point Calculation



## How do Colleges Realize Student Achievement Rewards?

A college derives financial rewards when its student achievement improves...that is, when the total momentum points earned by its students go up.

## How will the Momentum Points be Calculated?

One point is awarded each time a college student...

- Makes nationally recognized standardized test gains in math or in English language reading or listening as measured by pre- and post-testing or by earning a GED or high school diploma
- Passes a remedial math or English course with a qualifying grade to advance toward college-level work
- Earns the first 15 college-level credits
- Earns the first 30 college-level credits
- Completes the first 5 college-level math credits
- Earns a certificate backed by at least one year of college, earns a two-year degree or completes an apprenticeship

## How will the Awards be Distributed?

- Each college will receive awards for improvements in student achievement measured by net gains in its total momentum points. If a college's enrollments decrease, point increases will be calculated on prorated enrollments so that colleges are not penalized.
- The initial baseline year is 2006-07 and the first performance year is 2008-09.
- The first performance awards will be distributed in October 2009 and will become part of each college's base allocation.
- Subsequent awards will be distributed for *additional* improvements in a college's momentum points; that is, when total points above the most recent highest year increase or when the rate increases.

## What is the Dollar Value of Each Momentum Point Increase?

- Prior to each academic year, SBCTC will set the dollar value per point based on the total dollars available for awards.
- If estimated total system points are less than the actual points achieved, excess points are "banked" and paid to the colleges in the following year.

## How Much Money will be Used to Pay for Increases in Momentum Points?

- Colleges received \$1.75 million in 2007-08 as seed money for student achievement efforts, targeting TRIO-eligible students, now part of colleges' base allocations.
- The Board has set aside \$500,000 for the first performance year, to be distributed in October 2009, to become part of colleges' base allocations.

**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 February 3, 2010 in room B201, Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Mr. Steve Miller, Chair, presided.

**I. EXECUTIVE SESSION**

Steve Miller announced that there would be an executive session for approximately 75 minutes to discuss the evaluation of state employees and to discuss the selection of a site or the purchase of real estate, when publicity regarding such consideration would cause a likelihood of increased price. Rachel Solemsaas, Lucy Macneil and Tom Nielsen were invited to join the board. The executive session began at 12:19 p.m. Lucinda Taylor announced that the executive session would be extended by 15 minutes, then by another 5 minutes, and again for an additional 5 minutes. The executive session ended at 2:04 p.m.

**II. STUDY SESSION – Tab 1**

The study session was postponed to the March 10, 2010 meeting.

**III. BUSINESS SESSION**

The Business Session began at 2:15 p.m. It was noted that the meeting was being recorded by a *Jibsheets* reporter.

**IV. INTRODUCTIONS**

Jean Floten, President	Cheryl Bateman, Asst. Attorney General
Lucinda Taylor, Sec., Board of Trustees.	Doug Brown, President, BCAHE
Melissa Sitzenstock, Classified Employee Representative	Joseph Root, President, ASG
Paula Boyum, VP of Workforce Development	Tom Nielsen, Executive Dean
Rachel Solemsaas, VP of Admin Services	Tom Pritchard, VP of Student Services
Gaynor Hills, VP of Institutional Advancement	Bob Adams, Public Information Officer
Mary Canan, Executive Director of Finance	Kelly Paustain, Manager, Finance
Patty James, Director of Institutional Research	Ray Butler, Interim Executive Director, HSEWI
Kim Petrie, Jibsheets	Maida Suljevic, Jibsheets
Lynne Sage, Science Division Chair	Rosemary Richardson, Faculty
Ata Karim, Director or Multicultural Services	Miranda Kato, Ombuds
Maggie Whetsel, Director of Public Safety	Bonnie Barry, Grant Writer

**V. ROLL CALL**

Mr. Chiles, Ms. Gunn, Ms. Orrico, Mr. Miller and Mr. Vashee were present. Mr. Miller welcomed Marie Gunn to the Bellevue College Board of Trustees.

VI. CONSENT AGENDA

Tab 2 November 20, 2009 Special Board Meeting Minutes

The minutes of the November 20, 2009 special board meeting were approved 5-0.

Tab 3 January 22, 2010 Special Board Meeting Minutes

The minutes of the January 22, 2010 special board meeting were approved 5-0.

Tab 4 Financial Report for Period Ending December 31, 2009

Tab 5 Total Enrollment, Fall Quarter 2009

VII. CONSTITUENT REPORTS

Student Report

Joseph Root, Associated Student Government (ASG) President, reported that:

- The students welcome Marie Gunn to the board;
- Students have sponsored several recent events, including MLK celebrations in January, Black History Month events in February, and LGBTQ educational activities;
- The policy and procedure for utilizing the sustainability fees self-imposed by the students have been completed and funds have been approved for a part-time staff position to support the college's efforts and engage students in sustainability;
- Many new clubs and programs have been chartered and existing clubs are growing;
- New services include providing netbooks for use by club leaders;
- Students spearheaded an effort to seek RFPs for providing banking services on campus and have selected U.S. Bank, in part because of the financial literacy programs they will provide on campus;
- The students are working together to oppose local tuition setting authority;
- Students are lobbying for lower tuition, higher financial aid, and student representation on the Board of Trustees;
- Students are working on a student association of community and technical colleges;
- It was noted that one of the difficulties being expressed in Olympia regarding implementation of the proposed student representative on the board of trustees position is a process issue having to do with the nomination and appointment timeline;
- Steve recognized the diligence of our students in lobbying on behalf of student issues and suggested that it's important for our students to make their voices heard on funding issues;

- Joseph noted that funding for state need grants and work study is currently the top priority for student lobbying.

### Faculty Report

Doug Brown, Bellevue College Association of Higher Education (BCAHE) president, reported that:

- He testified before the legislature last week in support of open bargaining and provided a contextual background for his testimony;
- Reasons for his support included a reported 47% lag in Washington community and technical college faculty salaries as compared to the average for the western states;
- Of greater concern is that the college is falling short of our goal of having two thirds of our classes taught by full-time faculty;
- Part-time faculty do not typically have time for student interaction outside of class time, for compensated participation in governance, or to contribute to the overall functioning of the college to the extent that full-time faculty are able to contribute;
- Having salary money segregated by the appropriation of the legislature does not allow flexibility on the part of the college to increase faculty salaries or to increase the proportion of full-time faculty;
- It was suggested that we share the same ultimate goals and that we should work together from the same data and with similar messages if we want to sway the legislature.

### Classified Staff Report

Melissa Sitzenstock, classified staff representative, reported that:

- Classified staff have elected to observe all the holidays this year rather than selecting a holiday to trade for an additional day around the December 25 holiday;
- Classified staff have decided to offer one hour of professional development per month rather than the traditional half-day session in conjunction with the faculty professional development day;
- Administration has done a fabulous job developing supervisor training including classified representation in this development effort;
- Increased enrollment, increased workload, no new COLAs, increased demands from faculty, and increasingly demanding students are resulting in an overloaded and stressed out staff;
- Classified staff are stretched to their limits and, while the staff are committed to helping our students succeed, it's difficult to continue under these conditions;



- Steve recognized that staff and faculty are being asked to do more and more with less and expressed appreciation for the commitment of all our employees to continue to try and help our students succeed.

VIII. FUTURE ACTION ITEMS

Tab 6 Tenure Review Committee Recommendations for the 2010-11 Academic Year

Tom Nielsen presented recommendations from the Tenure Review Committee regarding tenure for the 2010-11 academic year. It was noted that the overview incorrectly identified this item as tenure for the 2009-10 academic year and this was corrected to 2010-11. This item will be presented for action at the March 10, 2010 meeting.

IX. INFORMATION ITEMS

Tab 7 2010-11 Budget Preparation Update

Rachel Solemsaas presented an overview of the 2010-11 budget planning process. Key points included:

- We are anticipating additional reductions this year and, more than likely, next year as well;
- We're currently anticipating a reduction of \$2.6 million for the 2010-11 fiscal year;
- We have already set aside \$1.4 million in anticipation of continuing reductions;
- We also anticipate a 7% increase in tuition rates which will help offset the total reduction;
- The Planning Council has been engaged to assist with budget development activities;
- We are in the process of developing our strategic plan for 2011-2017 and are aligning these efforts with the budget planning and accreditation processes;
- We are tracking legislative issues and anticipate freezes on salary, travel, equipment purchases, and possible mandatory furlough days;
- Boundary changes and partnering opportunities between neighboring community and technical colleges are being addressed in bills before the legislature but the potential impact on Bellevue College isn't yet clear;
- Funding for our Health Sciences Building has been delayed by two years at this point and the future is still uncertain;
- We need to continue to look for diversified funding sources.

Tab 8 BC Nursing Department Strategic Plan Progress Report

Ray Butler presented a progress report on the BC Nursing Department's strategic plan. Key points included:

- We have experienced a fairly high attrition rate in our Nursing Program and a number of these were students of color;
- While our attrition rate is still below the national average, we are concerned and have put programs in place to increase retention;
- Program improvements include new admission standards, better defined program prerequisites, multicultural training sessions for faculty, recruitment of diverse teaching staff, program curriculum sequence changes, increased lab and advising support, and reduced number of students admitted annually;
- We have been partnering with hospitals to create hybrid positions that can increase our ability to offer a nursing faculty package with competitive salaries;
- The student to teacher to student ratio has been greatly increased in select classes;
- A pilot program has been initiated in cooperation with Multicultural Services to identify hidden multicultural barriers;
- Ata Karim presented background for the pilot project with a goal of having all the Health Sciences, Education and Wellness Institute programs participate in the process over the next few years;
- We also need to address the question of retaining nursing faculty and reducing intercultural barriers to success for our faculty.

Tab 9 Region A Community College Health IT Consortium, Led by Bellevue College

Paula Boyum presented an overview of a recent grant proposal for a health IT consortium to be led by Bellevue College. Key points included:

- There is a federal mandate to move all medical records to an electronic format that can be shared across healthcare providers;
- We have been identified as the lead organization for health IT workforce development in the state;
- We have applied for a \$6.2 million grant that would lead a ten state consortium with \$1 million allocated for administration of the program;
- There are eight community and technical colleges in the consortium and we have reason to believe we are the only applicant for the northwest region;
- We have seven positions that are being advertized, contingent on funding, to support administration of the grant as well as the training to be provided in the state of Washington;

- The grant covers administration of a certificate program, not to exceed 6 months of training, with minimum completion requirements (2400 individuals across the eight states) as well as tracking of participants for 9 months after completion;
- Curriculum design is being covered by a separate grant and is scheduled to be ready by September 2010;
- This grant would benefit us as we develop an associates program in Health IT and this could eventually translate to an applied baccalaureate program;
- It was suggested that we contact Senator Murray to coordinate efforts;
- It was also suggested that we contact potential corporate partners to see if there is an advantage to be gained and Paula confirmed that we have been working on this but haven't been successful thus far;
- Healthcare providers are mandated to utilize the systems being developed and will be penalized through limited access to federal healthcare dollars if they are not in compliance.

X. STAFF AND BOARD REPORTS

Capital/New Campus Planning

Paul Chiles reported that we will soon be implementing a solution for relocating our north campus.

Foundation Campaign

Vicki Orrico reported that:

- We are halfway to our campaign goal of \$6.7 million with \$3.6 million already raised;
- We have received over \$2 million in grants with \$19 million in pending proposals;
- Toni and Rod Hoffman recently hosted a very nice campaign event for over 30 guests;
- A committee has been formed to lead the employee campaign;
- We awarded 24 scholarships through the fall scholarship offering;
- The annual luncheon is scheduled for April 28<sup>th</sup> and the luncheon speaker is Robbie Bach, President of Microsoft's Entertainment and Devices Division;
- Our goal is to double our luncheon attendance and each board member is encouraged to host a table.

TACTC Legislative Committee

Vicki Orrico reported that:

- She attended the TACTC legislative conference January 24-25;

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February 3, 2010

- We have been partnering with Seattle community colleges on our legislative agendas this year and we hosted a joint reception and dinner with legislators on January 25;
- She visited several legislators on the January 26 to advocate on behalf of the college and help educate them on our concerns;
- The Governor spoke in front of congress last month and mentioned our new green design baccalaureate program.

Events

Trustees reported that Paul attended Martin Luther King celebration events and commended the organizers.

President

Jean Floten reported that:

- Funding for construction of our new Health Sciences Building has been postponed until the 2013-15 biennium;
- She continues to be impressed by the dedication and commitment of the faculty and staff who have gone the extra mile in very difficult economic times to continue to support our students. She expressed her great appreciation for their efforts;
- Jean wished farewell to Bea Hughes, who is leaving the institution, and thanked her for the great contributions she's made during her tenure here;
- Jean thanked Rachel and her team for their good work on the integrated planning model that coordinates our budget and other planning cycles;
- She welcomed Marie Gunn to the board.

XI. UNSCHEDULED BUSINESS

There was no unscheduled business.

XII. ADJOURNMENT

There being no further business, the regular meeting of the Board of Trustees adjourned at 4:09 p.m. The next regular meeting will be held on March 10, 2010.

ATTEST:

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Steve Miller, Chair  
Board of Trustees

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Lucinda Taylor  
Secretary, Board of Trustees  
Community College District VIII

**REGULAR MEETING AGENDA ITEM**

**Tab 3**

**March 10, 2010**

**Information**     **Discussion**     **Action**

**Topic**

Sabbatical Leave Authorization for the 2010-11 Academic Year

**Description**

The purpose of a sabbatical leave shall be to improve the professional skills of the faculty member through study, research, and creative work. The college will receive direct benefit of such an experience through the increasing effectiveness of those persons participating in a professional leave program.

**Key Questions**

- \*     What is the purpose of sabbatical leave?
- \*     How many faculty have applied for sabbatical leave for the 2010-11 year?
- \*     How many FTE are being requested in total?
- \*     What is the Board of Trustees' role in the sabbatical leave process?
- \*     How have sabbatical leaves been affected by ongoing budget constraints?

**Analysis**

The Sabbatical Leave Committee has met and identified a committee chair. The Office of Human Resources will provide the committee with FTE replacement cost for the requested sabbaticals, and the committee will meet again to deliberate and make a recommendation to forward to the President. The President's recommendation will be presented to the Board of Trustees as an action item in May.

**Background Information**

The Sabbatical Leave Committee has received requests from seven (7) faculty for sabbatical leave during the 2010-11 academic year. The total number of quarters requested is equivalent to 3.67 FTE's. The Board of Trustees has committed, through the negotiated Agreement, to make "every reasonable effort to grant at least 5 FTE leaves annually, provided that at least that number of applicants have applied and are

ranked by the Sabbatical Leave Committee..." (Article IX, Section IV, C). The number of leaves granted is subject to fiscal and budget constraints and also the calculation of potential cost of replacement.

Last year, due to the budget constraints for the 2009-2010 academic year and based on the college's process to develop a preliminary balanced budget for 2009-2010, the President recommended that the Board of Trustees grant one faculty member a .5 sabbatical leave for the 2009-2010 academic year. The cost of this proposal (including 18 percent for benefits) was \$12,293. The other faculty who requested sabbatical leaves last year were encouraged to reapply for consideration in the 2010-11 academic year. Two (out of seven) applicants from last year's process have reapplied for sabbaticals for the 2010-11 year.

The President will make a recommendation for consideration and action at the May 12, 2010 meeting.

### **Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII receives information about sabbatical leave requests as a future action item.

**Prepared by:** Tom Nielsen, Executive Dean  
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## **REGULAR MEETING AGENDA ITEM**

**March 10, 2010**

Information     Discussion     Action

**Tab 4**

### **Topic**

North Campus Center Replacement

### **Description**

The lease agreement for the North Campus Center (NCC) will expire November 2010. The college has been searching for a space to replace the existing site in order to continue its support for continuing education and the Venture program. A potential property in Bellevue has been identified. College staff have been working closely with the Department of Real Estate Services (DRES) to assess the viability of the building in serving the long term facility needs of the college for its north campus services.

### **Key Questions**

- \* Is the proposed property a viable and desirable replacement for NCC?
- \* Does the purchase of the proposed property serve the college's facility master plan and long-term budget plan?

### **Analysis**

The new facility will provide the college with the opportunity to optimize its current and long-term space needs for NCC, consistent with the college's 2008 facility master plan, by owning its facility rather than leasing it. BC will also continue to maintain a visible center in the northern part of its service area.

### **Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII authorizes the college administration to seek approval from the SBCTC to acquire and subsequently purchase the proposed property as presented in Executive Session.

**Prepared by:** Rachel Solemsaas, Vice President of Administrative Services  
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**REGULAR MEETING AGENDA ITEM**

**Tab 5**

**March 10, 2010**

Information     Discussion     Action

**Topic**

Award of Non-Traditional Credit Policy

**Description**

A new policy regulating the award of non-traditional credit is being presented for approval by the Board of Trustees. The new policy supersedes and incorporates an existing policy (3100) regulating the award of credit by examination, and an existing policy (3110) regulating credit for prior or experiential learning, and adds provisions for the award of credit for professional certification/training. The new policy has been developed in close cooperation with Student Services staff, and has been reviewed and approved by Educational Services Cabinet and President's Staff.

**Key Questions**

- \* What is non-traditional credit and why is there a need for a policy for awarding non-traditional credits?
- \* What areas of non-traditional credit does this policy include?
- \* What population of students does the policy serve?
- \* Why are we combining three policies into one?

**Analysis**

- Experiential learning is generally defined as knowledge building or skills attainment that occurs prior to or outside of enrollment at a post-secondary institution. The awarding of credit for this “non-traditional” learning provides the opportunity for students to earn college credit that can be applied toward degrees and certificates according to the policy. This college-level learning must be documented and verified prior to the award of credit, as described in the associated procedures.
- Non-Traditional Credit includes: Credit by Examination, Credit for Professional Certification or Training, and Credit for Assessment of Prior Experiential Learning.
- The number of requests to award non-traditional credits has increased due to the addition of applied baccalaureate degrees to BC's degree offerings. Students in these programs want to take advantage of learning acquired through professional



work in the field, and this learning is often validated through professional examinations and certifications. In addition, students in academic/transfer programs continue to take advantage of the ability to earn credit by passing course examinations.

- The new policy will simplify and unify the policies and procedures under which students earn and apply these three methods for earning the same type of credit. Combining these three types of credit into one policy is in alignment with the SBCTC's single set of guidelines for these types of credit titled, "Guidelines for Prior Learning Assessment." In addition, the new policy will clarify important aspects of the application of these credits, including the number of credits that may be applied to certificates and degrees and the fact that these credits do not count toward residence requirements.

### **Background Information**

Attachment 1: Award of Non-Traditional Credit

### **Recommendation/Outcomes**

That the Trustees of Community College District VIII hereby approves the Award of Non-Traditional Credit policy as presented in Tab 5 Attachment 1.

**Prepared by:** Tom Nielsen, Executive Dean  
tom.nielsen@bellevuecollege.edu, 425-564-2442

## **Award of Non-Traditional Credit**

Original Date: \* Last Revision Effective:

Policy Contact: Executive Dean, Instruction

### **POLICY**

The college awards non-traditional credit for prior experiential learning. Credit may be awarded for work completed in private study, at non-accredited institutions, or for certificates/training. Credit is awarded through examination, evaluation of certification/training, or submission of portfolio or other form of assessment. Certain conditions apply:

- The student must be registered at the college for the quarter in which non-traditional credits are requested.
- The student must have completed ten quarter credit hours at the college.
- Credits awarded are identified as such on the student's transcript, and are not calculated into the GPA.
- Non-traditional credits do not count toward residence requirements.
- The number of non-traditional credits awarded cannot exceed 25% of the total number of credits for a degree or a certificate.
- Transferability of these credits will be subject to the policies of the receiving institution.

### **RESPONSIBILITIES**

The Organizational Unit Administrator has responsibility for enforcing procedures that accompany the policy.

### **DEFINITIONS**

Experiential learning

Knowledge building or skills attainment that occurs prior to enrollment or outside of enrollment at a post-secondary institution (1999. Zucker, B., Johnson, C., & Flint, T. *Prior Learning Assessment: A Guidebook to American Institutional Practices*. Chicago, Council for Adult and Experiential Learning).

### **RELEVANT LAWS AND OTHER RESOURCES**

SBCTC Guidelines for Prior Learning Assessment: [http://www.sbctc.ctc.edu/college/\\_e-assesspriorlearning.aspx](http://www.sbctc.ctc.edu/college/_e-assesspriorlearning.aspx)

NWCCU Accreditation Policy 2.3 Credit for Prior Experiential Learning: <http://www.nwccu.org/Standards%20and%20Policies/Standard%202/Standard%20Two.htm#Policy23>

### **REVISION HISTORY**

Replaces policies 3100 Credit by Examination and 3110 Award of Credit for Prior Learning

### **APPROVED BY**

President's Staff, Board of Trustees

**REGULAR MEETING AGENDA ITEM**

**Tab 6**

**March 10, 2010**

Information     Discussion     Action

**Topic**

Tenure Review Committee Recommendations for the 2010-11 Academic Year

**Description**

A recommendation from the Tenure Review Committee for twelve full-time faculty members has been submitted to the Board of Trustees, in accordance with the "Agreement Between the Board of Trustees of Community College District VIII and the Bellevue College Association of Higher Education." On the basis of this recommendation and in accordance with the provisions of the Agreement, it is the recommendation of the President that ten of the faculty members listed below be granted tenure; that one candidate receives an additional probationary quarter; and one candidate receives an additional probationary year.

**Key Questions**

- \* Have the third-year probationary tenure candidates fulfilled all the necessary responsibilities as described in Article Fifteen, Section II of the faculty contract as part of the process of receiving tenure?
- \* Has the Tenure Review Committee thoroughly reviewed the required documents as described in the tenure guidelines, and deliberated the merits of each probationary candidate?
- \* As a result of the Tenure Review Committees deliberations, have any of the candidates received a recommendation for an additional quarter or year of probationary status?
- \* Has the pertinent documentation for all twelve candidates been made available for review by the Board of Trustees?
- \* What is the recommendation of the Tenure Review Committee regarding the tenure status for the twelve probationary candidates for the 2010-11 year?

## **Analysis**

The reason for tenure, as stated in the Revised Code of Washington, is to protect faculty employment rights. Further, tenure protects academic freedom and promotes collegiality and professionalism among faculty.

The tenure process at Bellevue College involves three levels:

1. The Tenure Evaluation Subcommittee (TES) gathers information, mentors the candidate, and prepares the tenure document.
2. The Tenure Review Committee (TRC) reviews the documentation prepared by the TES to ensure that similar standards and expectations are met across the many disciplines. The faculty at large elects the six faculty members on the TRC. The TRC provides an objective look at each document to make sure that the case supporting the recommendations of the TES is sound.
3. Finally, the Board of Trustees, giving serious consideration to the recommendation of the TRC and the President, decides to grant or not grant tenure. During the first two years of candidates' employment, the President uses the recommendation of the TRC to decide whether or not to continue the probationary period.

Required documents have been gathered by the TES and the tenure candidates that provide evidence that the processes described above have been strictly followed and ten of the candidates have fulfilled all the necessary responsibilities as described in Article Fifteen, Section II of the faculty contract.

## **Background Information**

Electronic notebooks in .pdf format have been distributed to each board member on a thumb drive. An executive summary and all pertinent documents for each tenure candidate are included for review by members of the Board of Trustees.

## **Recommendation/Outcomes**

**Recommendation:** That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Carol Anderson, Social Science Division (Psychology).

**Recommendation:** That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Peter Benarcik, Arts and Humanities Division (Interior Design).

**Recommendation:** That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Susan Hakoda, Health Sciences, Education & Wellness Institute (Early Learning and Teacher Education).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Stephanie Hurst, Arts & Humanities Division (Communication Studies).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Sunmi Ku, Science Division (Math).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Donna Miguel, Arts and Humanities Division (English).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Susan Miller, Science Division (Biology).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Jennifer Stanton, Arts and Humanities Division (English).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Martha Stevens, Science Division (Math).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Kristine Van Slyke, Health Sciences, Education and Wellness Institute (Radiologic Technology).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants one additional probationary quarter to Nancy Gonlin, Social Science Division (Anthropology), in that all conditions required by RCW 28B.50.852 for advancement to a fourth year have been met.

Recommendation: That the Board of Trustees of Community College District VIII hereby grants a fourth probationary year to Robert Backstrand, Business Division (Digital Media Arts), in that all conditions required by RCW 28B.50.852 for advancement to a fourth year have been met.

**Prepared by:** Tom Nielsen, Executive Dean  
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