

**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 12, 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 70 minutes to discuss with legal counsel litigation or potential litigation to which the agency or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency; 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; to discuss evaluation of state employees; and to review collective bargaining sessions with an employee organization. Tom Nielsen, Lucy Macneil and Rachel Solemsaas were invited to join the board. The executive session, held in A201, began at 11:20 a.m. and ended at 12:37 p.m.

II. BUSINESS SESSION

The Business Session began at 12:42 p.m.

III. INTRODUCTIONS

Jean Floten, President
Lucinda Taylor, Sec., Board of Trustees.
Melissa Sitzenstock, Classified Employee
Representative
Paula Boyum, VP of Workforce Development
Rachel Solemsaas, VP of Admin Services
Gaynor Hills, VP of Institutional Advancement

Mary Canan, Executive Director of Finance
Faisal Jaswal, Assistant Dean, Student
Programs
Kurt Lehman, Student
Anna Marshak, Student
Kim Petrie, Student
Drusilla D'Silva, Student
Xinyu Wang, Student
Jared Illum, Student

Cheryl Bateman, Asst. Attorney General
Doug Brown, President, BCAHE
Joseph Root, President, ASG

Tom Nielsen, Executive Dean
Tom Pritchard, VP of Student Services
Lucy Macneil, Interim VP of Human
Resources
Kelly Paustain, Manager, Finance
Chapman Chung, VP of Finance and
Communication, ASG
Miranda Kato, Ombuds
Liubov Igrushkina, Student
Carla Monterey, Student
Graham Haslam, History Faculty
Pete Smith, Student

IV. ROLL CALL

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

V. CONSENT AGENDA

Tab 1 March 10, 2010 Board Meeting Minutes

The minutes of the March 10, 2010 board meeting were approved 5-0.

Tab 2 Financial Report for Period Ending March 31, 2010

Tab 3 Total Enrollment, Winter Quarter 2010

VI. CONSTITUENT REPORTS

Faculty Report

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

- Library faculty are integral to the teaching enterprise;
- Library faculty teach library classes in cooperation with other classes, with approximately 260 sessions in 2009;
- We have a Library Service and Technology Act grant that has funded efforts to integrate developmental English and library instruction;
- Supported by this grant, Sayumi Irey, library science faculty, and Nancy Kekli, English faculty, have developed a class integrating English language development, civic engagement, and library skills; and
- This is but one example of the many contributions of our library faculty.

Classified Staff Report

Melissa Sitzenstock, classified staff representative, reported that:

- Classified staff have been involved in numerous professional development activities over the past few months;
- Jan Ng and Melissa Sitzenstock attended the STACC spring conference and benefited greatly;
- The third in a series of workshops for classified staff was offered recently with record enrollment;
- Classified staff will be holding their annual training day on the same day as faculty this year, a change from prior years;
- The annual STACC conference will be held in Spokane in August and there will be an opportunity for recognition awards; and
- Melissa expressed concern that Bellevue College is developing a policy that will limit the number of credits for which employees may use tuition waivers each quarter.

Student Report

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

- The annual ASG elections BBQ was held yesterday with record participation;
- This is a very promising turn-out and indicates that students are excited to become involved;
- Elections will close in two weeks;
- Students are organizing a multicultural festival that will be a little different from prior years with more of an internal focus;
- Student Programs has been overwhelmed with an increasing number of requests for student sponsored events;
- The annual student services and activities fee proposal has been completed and reflects a change in our demographics, including an increasing veteran population;
- The debate society has been hugely successful and is receiving more support;
- Student Environmental Sustainability fees are being used to partially fund an environmental sustainability director;
- The State Board has approved a 7 percent increase in tuition and students are galvanizing an effort to gain support in the legislature for increased support of higher education;
- The campus is working diligently to meet the needs of an increased student population and the efforts of the administration and staff to keep up with increased demand were recognized;
- Steve Miller and Vicki Orrico recognized the efforts of our student legislative committee and their success with the legislature, expressing appreciation and encouraging a continued effort in civic engagement; and
- Joseph noted that the student legislative agenda and the college's legislative agenda are very much in synch, and where they are not we've managed to find a very strong common ground.

VII. ACTION ITEMS

Tab 4 Sabbatical Leave Authorization for the 2010-11 Academic Year

Tom Nielsen presented a recommendation to authorize sabbatical leave for two faculty members for one quarter each for the 2010-11 academic year.

It was moved by Vicki Orrico and seconded by Marie Gunn that:

Motion 16:10 The Board of Trustees of Community College District VIII authorizes sabbatical leaves equivalent to .67 FTEF, at an additional cost of \$17,279 for the 2010-11 academic year.

The motion was approved 5-0.

Tab 5 2010-11 Tuition and Fee Schedule

Rachel Solemsaas presented the proposed 2010-11 tuition and fee schedule.

It was moved by Vicki Orrico and seconded by Marie Gunn that:

Motion 17:10 The Board of Trustees of Community College District VIII endorses the tuition increases approved by the State Board for Community and Technical Colleges reflected in Attachment 1, 2010-11 Bellevue College Tuition and Fee Schedule.

The motion was approved 5-0.

Tab 14 Reserve and Contingency Fund Policy

Rachel Solemsaas presented a proposed policy regarding reserve and contingency funds. The second paragraph was revised to say, "All expenditures drawn from reserve accounts shall require prior approval from the president, unless previously authorized for expenditure within the college's annual budget as approved by the Board of Trustees."

It was moved by Paul Chiles and seconded by Marie Gunn that:

Motion 18:10 The Board of Trustees of Community College District VIII approves policy 7110 Reserve and Contingency Fund Policy as revised.

The motion was approved 5-0.

VIII. FUTURE ACTION ITEMS

Tab 6 Recommendation for Tenure

Tom Nielsen presented a recommendation to grant tenure to a candidate who had received a one quarter extension due to an authorized absence during her tenure candidacy. This item will be presented for approval at the June 16, 2010 meeting.

Tab 7 Revisions to Policy 1450: Complaint Policy

Lucy Macneil presented an overview of anticipated revisions to the complaint policy. This item will be presented for approval at the June 16, 2010 meeting.

Tab 8 Volunteer Policy

Lucy Macneil presented an overview of a proposed volunteer policy. This item will be presented for approval at the June 16, 2010 meeting.

Tab 9 2010-11 College Budget

Rachel Solemsaas presented an overview of the proposed 2010-11 College Budget. This item will be presented for approval at the June 16, 2010 meeting.

Tab 10 2010-11 Services and Activities Budget

Tom Pritchard introduced Chapman Chung and Joseph Root who presented an overview of the proposed 2010-11 Services and Activities Budget. An important change this year is that Student Programs is now able to shift from a projected revenue model to utilizing actual collected funds in a fund balance reserve account. This item will be presented for approval at the June 16, 2010 meeting.

Tab 11 Board Elections – Chair and Vice Chair

Steve Miller presented an overview of board elections for the chair and vice chair positions for 2010-11. This item will be presented for approval at the June 16, 2010 meeting.

Tab 12 Annual Contract – Chief Executive Officer

Steve Miller presented an overview of a proposed extension to the annual contract of the chief executive officer. This item will be presented for approval at the June 16, 2010 meeting. Steve Miller requested that a half-day executive session be scheduled for the annual evaluation of the chief executive officer.

IX. STAFF AND BOARD REPORTS

Capital Planning

Paul Chiles reported that:

- We're moving forward on a replacement facility for North campus.

Economic Development

Vijay Vashee and Paula Boyum reported that:

- We've received a \$3.364 M federal grant for Healthcare IT for the first year of a two year grant; and
- We've received a 58 percent increase in worker retraining dollars, primarily for tuition assistance.

Foundation Campaign

Vicki Orrico reported that:

- The Advancing Student Success Campaign has reached over 51 percent of goal, raising \$3,435,190 thus far;
- Sara Langton, Amy Hedin joined the BC Foundation Board of Directors in March;
- The luncheon was a fabulous success and Vicki Orrico thanked her fellow trustees for their participation as Angel Donors; and
- There were over 800 participants, an increase of 40 percent, and funds raised increased by 18 percent.

Long Range Finance/Resource Planning

No report.

TACTC Board of Directors

Steve Miller thanked Marie for attending the Spring TACTC Conference next week.

TACTC Legislative Committee

Steve Miller and Vicki Orrico reported that:

- There's a push to get the trustees directly involved in the legislative budget process.

Events

No report.

President

No report.

X. UNSCHEDULED BUSINESS

There was no unscheduled business.

XI. ADJOURNMENT

There being no further business, the regular meeting of the Board of Trustees adjourned at 2:25 p.m. The next regular meeting will be held on June 16, 2010.

XII. STUDY SESSION

Tab 13 Margin of Excellence Awards

- Sponsored by the BC Foundation, the Margin of Excellence Award has been bestowed upon 118 recipients since its inception 26 years ago. This year, the college will celebrate seven outstanding faculty and staff members being honored by their colleagues, their students and the Foundation;
- Classified staff recognition was given to Patrick Colin Beardsley, Retail Clerk 2, Bookstore, Administrative Services;
- Administrative exempt staff honored were Teresa Descher, Supervisor, Customer Accounts & Cashiering, Finance and Liz Anderson, Director, Distance Education, Information Resources;
- Part-time faculty recognition was given to Molly Blume, Instructor, Business Management, Business Division; and
- Full-time faculty honored were Dale Hoffman, Instructor, Mathematics, Science Division, Xiao (Winnie) Li, Instructor, Business Administration, Business Division, and Jean Pauley, Instructor, Developmental Education (ESL), Arts & Humanities.

Board of Trustees Minutes
May 12, 2010

ATTEST:

Steve Miller, Chair
Board of Trustees

Lucinda Taylor
Secretary, Board of Trustees
Community College District VIII