

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, September 8, 2010. The business session will begin at 1:30 p.m. in room B201. Vijay Vashee, 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 – A201

There will be an executive session for ninety minutes to review collective bargaining sessions with an employee organization, 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. BUSINESS SESSION – 2:00 PM

III. INTRODUCTIONS

IV. ROLL CALL

V. CONSENT AGENDA

June 16, 2010 Board Meeting Minutes	Lucinda Taylor	Tab 1
Financial Report for Period Ending June 30, 2010	Rachel Solemsaas	Tab 2
Total Enrollment, Spring Quarter 2010 and Annual Enrollment Comparison Report	Tom Nielsen	Tab 3

VI. CONSTITUENT REPORTS – 2:10 PM

Faculty	Doug Brown
Classified	Melissa Sitzenstock
Student	Shelton Barnes

VII. ACTION ITEMS – 2:40 PM

Negotiated Agreement Between the Board of Trustees of Community College District VIII and Bellevue College Association of Higher Education	Cesar Portillo	Tab 4
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VIII. FUTURE ACTION ITEMS – 2:50 PM

2011 Board Meeting Dates	Lucinda Taylor	Tab 5
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IX. STAFF AND BOARD REPORTS – 3:00 PM

Capital and Facilities Master Plan	Paul Chiles
Economic Development	Vijay Vashee
New Campus Development	Vicki Orrico

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

BOARD OF TRUSTEES
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BELLEVUE, WASHINGTON

Foundation/Campaign	Vicki Orrico
Long Range Finance/Resource Planning	Steve Miller
Strategic Plan/Accreditation	Marie Gunn
TACTC Board of Directors	Marie Gunn
TACTC and BC Legislative Committees	Steve Miller, Vicki Orrico
Work Plan Oversight	Paul Chiles, Marie Gunn
President	Jean Floten

X. UNSCHEDULED BUSINESS / COMMUNITY TESTIMONY – 4:00 PM

XI. ADJOURNMENT – 4:15 PM

**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 June 16, 2010 in room B201, Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Mr. Steve Miller, Chair, presided.

I. EXECUTIVE SESSION

Lucinda Taylor announced that there would be an executive session for approximately 120 minutes 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 and to discuss evaluation of a state employee. Rachel Solemsaas and Cheryl Bateman were invited to join the board. The executive session began at 11:17 a.m. At 12:15 p.m., the board took a short break. The executive session resumed at 1:22 p.m. and Lucinda Taylor announced that the Bellevue College Board of Trustees would continue in executive session for approximately 60 minutes to discuss the evaluation of a state employee. At 2:24 p.m., Lucinda Taylor announced that the board would continue in executive session for approximately 20 minutes. At 2:45 p.m. Lucinda Taylor announced that the executive session would be extended by 2 minutes. The executive session ended at 2:49 p.m.

II. STUDY SESSION – Tab 1

Rachel Solemsaas, Vice President of Administrative Services, presented an overview of the 2010-11 college budget. Key points included:

- The college has experienced budget reductions of \$2,255,664 in the college's state funded allocation;
- Tuition increases of 7 percent for lower-division classes and 14 percent for baccalaureate level classes have been approved by the state and SBCTC and these increases are included in the proposed budget;
- Bellevue College was awarded \$903,756 in additional one time funding for worker retraining;
- We anticipate further reductions next biennium;
- Funding for our new Health Sciences Building has been delayed; and
- Steve Miller made note of the enormous time and effort that goes into preparing the budget and thanked Rachel Solemsaas, Mary Canan, Kelly Paustain and the Finance Office staff for their considerable effort.

III. BUSINESS SESSION

The Business Session began at 3:21 p.m.

IV. INTRODUCTIONS

Jean Floten, President
Lucinda Taylor, Sec., Board of Trustees.
Melissa Sitzenstock, Classified Employee
Representative
Rachel Solemsaas, VP of Admin Services
Gaynor Hills, VP of Institutional Advancement
Paula Boyum, VP of Workforce Development
Mary Canan, Executive Director of Finance
Rosemary Richardson, Science Faculty
Faisal Jaswal, Assistant Dean, Student
Programs
Sinwai (Vicky) Law
Samantha Girard, Nursing Faculty

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

Tom Nielsen, Executive Dean
Tom Pritchard, VP of Student Services
Cesar Portillo, VP of Human Resources
Kelly Paustain, Manager, Finance
Katherine Oleson, English Faculty
Bernard Ellouk, Student

Katherine Martucci

V. INFORMATION ITEMS

Tab 2 All-Washington Academic Team Recognition

Katherine Oleson, English Instructor and Phi Theta Kappa Advisor, introduced Sinwai (Vicky) Law, of Bellevue, and Katherine Martucci, of Renton, who have been named to the 2010 All-Washington Academic Team. The board recognized Vicky and Katherine for their strong academic performance and the honor they've received.

Tab 3 2010 Washington Award for Vocational Excellence (WAVE)
Recipient

Paula Boyum, Vice President of Workforce Development, introduced Samantha Girard of our nursing faculty. Samantha nominated Mau Phan, a student in BC's Associate Degree program, for a 2010 WAVE award, which he has been awarded. Unfortunately, Mau Phan could not be present to be recognized in person due to work commitments. The board extended their congratulations to Mau Phan.

VI. ROLL CALL

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

VII. CONSENT AGENDA

Tab 4 May 12, 2010 Board Meeting Minutes

Tab 5 May 17, 2010 Special Board Meeting Minutes

Tab 6 June 4, 2010 Special Board Meeting Minutes

The minutes of the May 12, 2010 board meeting, May 17, 2010 special board meeting, and June 4, 2010 special board meeting were approved 5-0.

VIII. CONSTITUENT REPORTS

Faculty Report

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

- He thanked the board for the opportunity to report to them throughout the past year;
- He anticipates that future reports will focus around the issues to be addressed during bargaining negotiations;
- Doug informed the board of an exhibit in the BC Art Gallery highlighting the Washington Large-Area Time Coincidence Array art project, known as WALTA-ART; and
- Steve Miller presented a token of appreciation to Doug for his service representing faculty this year.

Classified Staff Report

Melissa Sitzenstock, classified staff representative, reported that:

- Classified staff are happy to welcome Cesar Portillo and are already working with him on several items;
- We've instituted a new performance evaluation reporting process and anticipate a learning curve;
- As part of the new performance evaluation reporting process, we need to make sure job descriptions are reviewed and brought up-to-date;
- We're surveying staff and administration on training needs and have found that we need to implement strategic planning training and activities to encourage empowerment and engagement; and
- Steve Miller presented a token of appreciation to Melissa for her service representing classified staff this year.

Student Report

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

- There was impressive participation in the ASG elections this year resulting in 1500 votes, a record turnout;
- There have been two appeals of the election results, one of which resulted in a change of results for the presidential race;
- The result of the appeal has been appealed and that process is being finalized this week;
- The student barbeque was held recently with great results;
- Camp Casey, an annual student leadership retreat sponsored by Student Programs, is scheduled for next week and there are great expectations;

- The student and activity fee budget will be presented today and includes funding for two new programs, the Student Veterans Association and the Speech and Debate Society;
- The position for legislative affairs representative is currently open;
- The top two issues for students have been tuition increases and student representation on the board of trustees;
- Joseph expressed his appreciation for the opportunity to serve as ASG President and indicated that his experience at Bellevue College has completely changed his life; and
- Steve expressed appreciation for the high caliber of Joseph's performance as a student leader and presented a token of appreciation for Joseph's service.

IX. ACTION ITEMS

Tab 7 Recommendation for Tenure

Tom Nielsen presented the Tenure Review Committee's recommendation to grant tenure to Nancy Gonlin, Anthropology, for the 2010-11 academic year.

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

Motion 20:10 The Board of Trustees of Community College District VIII hereby grants tenure for the 2010-11 academic year to Nancy Gonlin, Social Science Division (Anthropology).

The motion was approved 5-0.

Tab 8 Volunteer Policy

Cesar Portillo presented a proposed policy governing volunteers at Bellevue College.

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

Motion 21:10 The Board of Trustees of Community College District VIII hereby approves 4190 Volunteer Policy as presented in Tab 8 Attachment 1 – 4190 Volunteer Policy.

The motion was approved 5-0.

Tab 9 2010-11 International Student Programs

Rachel Solemsaas presented a proposed resolution reaffirming Bellevue College's contractual relationship with the Bellevue College Foundation in support of International Student Programs.

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

Motion 22:10 The Board of Trustees of Community College District VIII adopts resolution 294 reaffirming the contractual relationship with the

Bellevue College Foundation for International Student Programs for
FY2010-11.

The motion was approved 5-0.

RESOLUTION 294
INTERNATIONAL CONTRACT PROGRAM 2010-2011

WHEREAS, the college offers courses and programs for international students as provided by RCW 28B.50.140 (17) and WAC 131-32-020(1), and

WHEREAS the college contracts its international contract program with Bellevue College Foundation, and

WHEREAS the contract stipulates the fees and the number of international student enrollment for 2010-11, and

WHEREAS the contract has been approved by State Board of Community and Technical College, and

WHEREAS the budget for the international contract program covers both direct and indirect costs, and

WHEREAS the courses and program covered by these costs could not be offered within the allocation provided by the State to the College, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Community College District VIII approves the Bellevue College 2010-2011 international contract program.

Tab 10 Adoption of the 2010-11 College Budget

Rachel Solemsaas presented the proposed 2010-11 college budget for approval.

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

Motion 23:10 The Board of Trustees of Community College District VIII approves Resolution 295: Adoption of the 2010-11 College Budget as amended to reference reserve accounts.

The motion was approved 5-0.

RESOLUTION 295
ADOPTION OF THE 2010-11 COLLEGE BUDGET

WHEREAS, the Washington State Legislature and the State Board for Community and Technical Colleges have approved the Bellevue Community College state allocation for fiscal year 2010-11; and

WHEREAS, The Board of Trustees under WAC 132H-106-010 has the duty of approving budgets and has delegated to the President in Resolution 277

the authority to carry out the administration and operation for the College, and further in Resolution 4 the Board sets out the responsibilities of the President including planning and budgeting; and

WHEREAS, the College at the direction of the President has developed a balanced budget plan for 2010-11; and

WHEREAS, the Planning Council, which includes faculty staff, students and administrators has met to solicit and process ideas from the College for budget changes; and

WHEREAS, the College Community has deliberated the budget plan through the Planning Council, President's Staff, public hearings and solicitation of campus feedback; and

WHEREAS, the 2010-11 budget decisions were made using guiding principles that included furtherance of the College's strategic initiatives and efforts; and

WHEREAS, the budgets and reserves, and restricted funds submitted in this document will be updated and reported to the Board of Trustees on a quarterly basis to include allocation amendments received from the State Board of Community and Technical Colleges, distribution of income and expenses appropriated by the Legislature, unanticipated budgetary changes resulting from executive orders and/or other policy and operational changes; and

WHEREAS, the Board of Trustees has reviewed the proposed budget and proposed budget balancing plan for 2010-11;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees does hereby adopt the fiscal year 2010-11 Bellevue Community College Budget as follows:

2010-11 Annual Budget

Operating Funds	\$ 76,628,551
Enterprise and Ancillary Funds	13,862,643
ASG Service and Activities Fees	2,521,064
Financial Aid Funds	<u>20,210,800</u>
Subtotal 2010-11 Annual Budget	\$113,223,058
2010-11 Biennium Capital Budget	<u>\$ 33,397,384</u>
Total Budget	<u>\$146,620,442</u>

Reserve Funds

Contingency Fund	\$ 1,722,492
Operating Reserve	\$ 8,288,728

Ancillary & Auxiliary Reserve	\$ 2,353,304
Total 2010-11 Reserve Funds	<u>\$ 12,364,524</u>

Tab 11 2010-11 Services and Activities Budget

Joseph Root presented the proposed 2010-11 services and activities budget for approval.

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

Motion 24:10 The Board of Trustees of Community College District VIII approves the 2010-2011 Services and Activities (S&A) Fee Budget as recommended by the Service and Activities Fee Budget Committee.

The motion was approved 5-0.

Tab 12 Election of Board Chair and Vice Chair

Steve Miller presented board chair and vice chair nominations.

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

Motion 25:10 The Board of Trustees of Community College District VIII hereby closes the nominations for the position of chair and vice chair and elects Vijay Vashee as Board Chair and Vicki Orrico as Vice Chair, for the period commencing July 1, 2010, and continuing until June 30, 2011.

The motion was approved 3-0 with two abstentions.

Jean Floten presented Steve Miller with a certificate of appreciation for his year of service as Board Chair. This includes a \$1500 BC Foundation scholarship to be awarded in Steve's name and he has the option to determine the criteria for award.

Tab 13 Annual Contract – Chief Executive Officer

Steve miller presented the extension of the Chief Executive Officer's contract.

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

Motion 26:10 The Board of Trustees of Community College District VIII extends the contract of the chief executive officer of Community College District VIII, effective July 1, 2010 through June 30, 2013.

The motion was approved 5-0.

East Campus Property Acquisition

Jean Floten presented a request for authorization to seek approval for real estate acquisition.

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

- Motion 27:10 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, for up to \$6 million, as presented in Executive Session, for East Campus as part of the College's 2008 Facility Master Plan.

The motion was approved 5-0.

Bookstore Warehouse/Distribution Center Purchase and Remodel

Jean Floten presented a request for authorization to seek approval for the purchase of a bookstore warehouse/distribution center and to remodel the existing bookstore facility.

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

- Motion 28:10 The Board of Trustees of Community College District VIII authorizes the college administration to seek approval from the SBCTC to acquire and subsequently purchase, for up to \$3.5 million, a proposed bookstore warehouse/distribution center and remodel existing bookstore facility as presented in Executive Session.

The motion was approved 5-0.

X. FUTURE ACTION ITEMS

Tab 14 Negotiated Agreement between Bellevue Community College Association of Higher Education and the Board of Trustees of Community College District VIII, September 1, 2010 – August 31, 2012

Cesar Portillo presented an overview of the negotiation process for the agreement between the college and the faculty association. This item will be presented for approval at the September 8, 2010 meeting.

Tab 15 Revisions to WAC 132H-155 Discrimination Complaint Procedure of Bellevue College

Cesar Portillo informed the board that proposed changes to the discrimination and complaint procedure require revisions to WAC 132H-155. Staff will be finalizing changes and holding hearings over the summer. This item will be presented for approval at the September 8, 2010 meeting.

XI. UNSCHEDULED BUSINESS

There was no unscheduled business.

XII. ADJOURNMENT

Board of Trustees Minutes
June 16, 2010

There being no further business, the regular meeting of the Board of Trustees adjourned at 4:34 p.m. As the budget was approved, the tentative meeting scheduled for June 30, 2010 has been cancelled. The next regular meeting will be held on September 8, 2010.

ATTEST:

Steve Miller, Chair
Board of Trustees

Lucinda Taylor
Secretary, Board of Trustees
Community College District VIII

REGULAR MEETING AGENDA ITEM

Tab 2

September 8, 2010

Information **Discussion** **Action**

Topic

Financial Report for Period Ending June 30, 2010

Description

The college provides periodic written reports to the Board of Trustees that identify budget changes or significant financial conditions for the board's discussion and action when necessary. The following report provides the college's financial status for the fiscal period July 1, 2009 to June 30, 2010. It includes budget adjustments made throughout the year for a variety of reasons, such as state allocation changes, changes in revenue based upon actual collection, new sources or changes in revenue sources, and/or adjustments in expenditures to align with collected revenue. This quarterly report documents all changes and provides a comparison of budgeted to actual revenue and expenditures to date. It should be noted that although some of the college's smaller funds for agency pass-through funds and endowment funds are not budgeted, their revenue and expenditures have been included in the attached report to provide a complete listing of the college's financial activities.

The purposes of the review is to analyze revenue and expenditure patterns against expectations, to identify emerging trends to see if they will have any bearing on future budgets, and to provide a record of adjustments and changes that differ from the budget plan. A summary of the budget revisions to date is identified immediately after the analysis.

Key Questions

- * What is the status of the college's financial activities for each fund?
- * What are revisions or changes in the college's budgets and why did they occur?

Analysis

The following summarizes the financial status of the College's funds as of June 30, 2010:

- State and Local operating funds: Revenue includes the state allocation, tuition and other miscellaneous operating income; in addition, one-time funding is budgeted as opening entries. Enrollments, and hence revenues, exceeded targets for the fiscal year while expenditures for these funds were less than budgeted. Excess revenues and fund balance allocated and not used are transferred to fund balance in support of reserves, local capital projects and contingencies.
- Dedicated Local funds: These funds include self-support programs, such as continuing education, computer lab fees, and lab and course fee accounts. These programs exceeded revenue collections for the year while posting lower expenditures than assumed in the approved budget.
- Grants and Contracts: Expenditures are consistent with revenues and in accordance with planned budget assumptions.
- Proprietary funds: These funds include ancillary and enterprise funds. In this category, revenue exceeded expenditures except for Stores and Motor Pool funds which are reflecting a timing difference between collections of reimbursement from other college funds and expenses it incurred.
- Fiduciary funds: This account contains assets held in trust for the state or account for assets which are held for eventual disbursement to authorized recipients, including individuals or private organizations. In addition, the 3.5% Financial Aid Fund has surpassed budgeted expenditures due to a required match for a Food Stamp Employment and Training grant and increased demand for aid.
- Capital projects: Capital funds are budgeted on a biennial basis. All revenue and expenditure activity follows the capital plan.

The following summarizes the budget revisions made for each fund:

- Local operating funds: The College's operating budget changes reflect an increase of \$2,325,998:
 - State allocation: The net increase of \$2,321,460 is comprised of the following:
 - \$ 55,394 Basic Skills Enhancement;
 - \$ 460,020 Worker Retraining – Variable;
 - \$ 249,507 HEET–Hospital Employee Education & Training Grant;
 - \$ 50,000 Center of Excellence;
 - \$ 45,003 Student Achievement Initiative;
 - \$ 20,100 Opportunity Grant – Variable;
 - \$ 590,300 Maintenance Fund Shift from Capital;
 - \$ 620 PERS Rate Adjustment;
 - \$ 21,000 Applied Baccalaureates One-Time;
 - \$ 299,657 Revolving Fund Charges;
 - \$ 529,859 CIS Distribution;
 - Local Operating: Net increase of \$4,538
 - \$ 2,000 Curriculum/Materials Instruction addition to one-time;

- \$ 2,538 Correction to overhead, shift to variable state allocation;
- Local dedicated funds: The increase of \$1,161,208 reflects adjustments for:
 - \$ 143,775 Contracts and special projects;
 - \$ 75,000 North-Campus search activities;
 - \$ 251,496 Continuing Education growth plan carry over;
 - \$ 108,379 North-Campus building maintenance;
 - \$ 399,664 New Interior Design degree program;
 - \$ 178,830 Grant Overhead budget correction;
 - \$ 4,064 Science Lab Revenue adjustment to reflect actual collection;
- Grants and contracts funds: The \$8,703,976 net increase reflects:
 - \$5,801,994 in new grants;
 - \$ 314,498 DOE – FIPSE Bookstore rental program;
 - \$ 16,000 SBCTC – Perkins Leadership grant;
 - \$ 225,015 WDC – MCSE ARRA cohort grant;
 - \$ 115,900 WDC – DB ADMIN ARRA cohort grant;
 - \$ 103,550 WDC – PROJ MGMT ARRA cohort grant;
 - \$ 616,460 DSHS - Food Stamp Education program;
 - \$ 36,003 SBCTC - Student Achievement;
 - \$ 300 SBCTC – CASAS trainer;
 - \$ 3,500 SBCTC – Parent Education;
 - \$ 200,000 DSHS – HIRE ARRA;
 - \$ 27,741 Bellevue SD – Gifted Program;
 - \$ 28,342 City of Bellevue – Everybody School House;
 - \$ 54,404 City of Bellevue – ESL;
 - \$ 67,312 WDC – Hopelink;
 - \$ 9,600 Seattle Jobs Initiative support services;
 - \$ 5,340 Northshore SD Music program;
 - \$ 2,000 Seattle Jobs Initiative good pay careers;
 - \$ 373,805 KCHA – Employee Cast Mgmt;
 - \$ 10,000 SBCTC – Best Practice;
 - \$ 1,674 ABE Staff Development;
 - \$ 5,012 SBCTC – Tech Prep addition;
 - \$ 21,956 Bellevue School Dist. – ESL;
 - \$ 30,700 Bellevue School Dist. – GED;
 - \$ 800 BC Foundation - Black History Month;
 - \$ 23,372 DOE – TRIO Pell;
 - \$3,364,798 DHHS – ARRA Health IT Professional;
 - \$ 110,000 SBCTC – Open Course Library;
 - \$ 21,000 PSE Resource Conservation;
 - \$ 12,912 BC Foundation Mini Grant;
 - \$2,901,982 adjusted award and carry-over grant balances from 2008-09.
- Proprietary funds:
 - \$ 806,775 Computer Service Fund;
 - \$ 750,000 Phone System
 - \$ 56,775 Software Upgrade
 - \$ 21,790 Associated Students budget includes;

- \$ 25,000 Program support for supplies;
 - \$ <3,210> Correct opening budgets;
 - \$ 31,201 Book Store – Adjust revenue projection, FIPSE Expense offset;
 - \$ 16,890 Food Service – Adjust revenue to cover estimated expenses;
 - \$ 3,813 Other Auxiliary
 - \$ <1,187> AIFF open balance adjustment;
 - \$ 5,000 Library Audio Instructional Equip;
- Fiduciary funds:
 - \$ 4,500 Multi Cultural Services Foundation Scholarships;
- Capital Projects: Initial budgets are balanced to state appropriations and use of local funds as approved by the board.

Background Information

Attachment A: Cumulative Financial Comparison of Budget versus Actual Revenue and Expenses by Fund

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII will have an opportunity to review and discuss the quarterly financial reports as attached.

Prepared by: Rachel Solemsaas, Vice President of Administrative Services
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**COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE COLLEGE
2009-10 Quarterly Financial Report
Fiscal Year Ending June 30, 2010**

COMPARISON OF BUDGETED VS. ACTUAL REVENUE AND EXPENSE BY FUND

	2009-10 INITIAL BUDGET	CUMMULATIVE BUDGET REVISIONS	2009-10 REVISED BUDGET	2009-10 OPENING ENTRIES (Fund Balance)	PERIOD ENDING				2009-10 DIFFERENCE ACTUAL LESS BUDGET	2009-10 YTD % BUDGET
					SEP 2009 CUMULATIV E ACTUAL REVENUE & EXPENSE	DEC 2009 CUMULATIV E ACTUAL REVENUE & EXPENSE	MAR 2010 CUMULATIV E ACTUAL REVENUE & EXPENSE	JUN 2010 CUMULATIV E ACTUAL REVENUE & EXPENSE		
OPERATING FUND:										
STATE ALLOCATION										
ALLOCATION	31,353,793	2,321,460	33,675,253		6,881,864	15,081,929	24,840,830	33,668,336	-6,917	99.98%
EXPENSE	31,353,793	2,321,460	33,675,253		6,881,864	15,081,929	24,840,830	33,668,336	-6,917	99.98%
TOTAL STATE ALLOCATION	31,353,793	2,321,460	33,675,253		0	0	0	0		
LOCAL OPERATING										
REVENUE	16,839,809	2,538	16,842,347		8,937,122	14,891,804	21,394,992	16,841,502	-845	99.99%
OPENING ENTRIES (Budgeted)	1,539,533	2,000	1,541,533	1,672,347				319,125	-1,222,408	20.70%
EXPENSE	18,379,342	4,538	18,383,880		3,495,074	8,423,028	13,827,969	17,160,627	-1,223,253	93.3%
TOTAL LOCAL OPERATING	18,379,342	4,538	18,383,880		5,442,048	6,468,776	7,567,023	0		
DEDICATED LOCAL FUND										
REVENUE	13,062,671	657,558	13,720,229		4,971,691	7,502,157	10,364,939	15,173,749	1,453,520	110.6%
OPENING ENTRIES (Budgeted)	35,332	503,650	538,982	9,194,066						
EXPENSE	13,098,003	1,161,208	14,259,211		2,253,985	4,607,287	7,049,546	13,065,513	-1,193,698	91.6%
TOTAL DEDICATED LOCAL FUND	13,098,003	1,161,208	14,259,211		2,717,706	2,894,870	3,315,393	2,108,236		
GRANTS & CONTRACTS										
REVENUE	13,133,073	8,449,556	21,582,629		2,961,485	7,949,161	11,649,809	11,959,629	-9,623,000	55.4%
OPENING ENTRIES (Budgeted)	118,495	254,420	372,915	8,508,611						
EXPENSE	13,251,568	8,703,976	21,955,544		2,332,177	4,330,234	5,963,948	11,268,049	-10,687,495	51.3%
TOTAL GRANTS & CONTRACTS	13,251,568	8,703,976	21,955,544		629,308	3,618,927	5,685,861	691,580		
TOTAL OPERATING FUNDS:	76,082,706	12,191,182	88,273,888		8,789,062	12,982,573	16,568,277	2,799,816		
PROPRIETARY FUNDS:										
STORES FUND										
REVENUE	350,000	0	350,000	330,609	82,417	169,735	270,966	389,148	39,148	111.2%
EXPENSE	350,000	0	350,000		68,142	176,867	263,127	428,625	78,625	122.5%
TOTAL STORES FUND	350,000	0	350,000		14,275	-7,132	7,839	-39,477		
COMPUTER SERVICE FUND										
REVENUE	318,597	806,775	1,125,372	2,162,077	216,730	247,210	393,307	625,647	-499,725	55.6%
EXPENSE	318,597	806,775	1,125,372		-27,308	43,924	383,270	411,683	-713,689	36.6%
TOTAL COMPUTER SERVICE FUND	318,597	0	1,125,372		244,038	203,286	10,037	213,964		
PRINTING FUND										

**COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE COLLEGE
2009-10 Quarterly Financial Report
Fiscal Year Ending June 30, 2010**

	2009-10 INITIAL BUDGET	CUMMULATIVE BUDGET REVISIONS	2009-10 REVISED BUDGET	2009-10 OPENING ENTRIES (Fund Balance)	PERIOD ENDING				2009-10 DIFFERENCE ACTUAL LESS BUDGET	2009-10 YTD % BUDGET
					SEP 2009 CUMULATIV E ACTUAL REVENUE & EXPENSE	DEC 2009 CUMULATIV E ACTUAL REVENUE & EXPENSE	MAR 2010 CUMULATIV E ACTUAL REVENUE & EXPENSE	JUN 2010 CUMULATIV E ACTUAL REVENUE & EXPENSE		
REVENUE	1,159,843		1,159,843	278,569	270,632	518,074	809,489	1,097,531	-62,312	94.6%
EXPENSE	1,159,843	0	1,159,843		245,695	491,981	396,990	1,027,241	-132,602	88.6%
TOTAL PRINTING FUND	1,159,843	0	1,159,843		24,937	26,093	412,499	70,290		
MOTOR POOL										
REVENUE	16,000	0	16,000	5,605	2,579	5,167	7,388	10,542	-5,458	65.9%
EXPENSE	16,000	0	16,000		1,645	5,180	7,537	11,600	-4,400	72.5%
TOTAL MOTOR POOL	16,000	0	16,000		934	-13	-149	-1,058		
ASSOCIATED STUDENTS										
REVENUE	2,277,501	21,790	2,299,291	2,782,421	1,127,344	1,936,932	2,857,640	2,407,829	108,538	104.7%
EXPENSE	2,277,501	21,790	2,299,291		253,551	705,797	1,266,024	1,790,769	-508,522	77.9%
TOTAL ASSOCIATED STUDENTS	2,277,501	0	2,299,291		873,793	1,231,135	1,591,616	617,060		
BOOKSTORE										
REVENUE	5,236,005	52,000	5,288,005	6,571,555	2,063,350	2,883,416	4,559,520	6,272,568	984,563	118.6%
EXPENSE	4,604,838	-20,799	4,584,039		1,784,857	2,707,836	4,141,976	5,628,776	1,044,737	122.8%
TOTAL BOOKSTORE	5,236,005	31,201	5,288,005		278,493	175,580	417,544	643,792		
PARKING										
REVENUE	1,749,441	0	1,749,441	2,252,891	854,917	1,116,833	1,854,887	2,018,645	269,204	115.4%
EXPENSE	1,749,441	0	1,749,441		117,149	584,590	887,988	1,647,002	-102,439	94.1%
TOTAL PARKING	1,749,441	0	1,749,441		737,768	532,243	966,899	371,643		
FOOD SERVICES										
REVENUE	1,473,292	16,890	1,490,182	636,388	233,538	705,770	1,198,701	1,768,379	278,197	118.7%
EXPENSE	1,490,182	0	1,490,182		329,558	791,303	1,270,573	1,742,361	252,179	116.9%
TOTAL FOOD SERVICES	1,473,292	16,890	1,490,182		-96,020	-85,533	-71,872	26,018		
OTHER AUXILIARY ENTERPRISES										
REVENUE	3,213,830	3,813	3,217,643	2,290,425	975,302	2,020,809	2,888,886	3,624,980	407,337	112.7%
EXPENSE	3,213,830	3,813	3,217,643		785,992	1,638,230	2,428,534	3,366,672	149,029	104.6%
OTHER AUXILIARY ENTERPRISES	3,213,830	3,813	3,217,643		189,310	382,579	460,352	258,308		
TOTAL PROPRIETARY FUNDS:	15,794,509	51,904	16,695,777		2,267,528	2,458,238	3,794,765	2,160,540		
FIDUCIARY FUNDS:										
GRANTS IN AID										
REVENUE	6,044,300	4,500	6,048,800	130,035	1,901,860	4,320,937	6,866,358	9,649,549	3,600,749	159.5%
EXPENSE	6,044,300	4,500	6,048,800		2,399,700	6,621,291	8,111,642	9,645,421	3,596,621	159.5%

**COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE COLLEGE
2009-10 Quarterly Financial Report
Fiscal Year Ending June 30, 2010**

	2009-10 INITIAL BUDGET	CUMMULATIVE BUDGET REVISIONS	2009-10 REVISED BUDGET	2009-10 OPENING ENTRIES (Fund Balance)	PERIOD ENDING				2009-10 DIFFERENCE ACTUAL LESS BUDGET	2009-10 YTD % BUDGET
					SEP 2009 CUMULATIV E ACTUAL REVENUE & EXPENSE	DEC 2009 CUMULATIV E ACTUAL REVENUE & EXPENSE	MAR 2010 CUMULATIV E ACTUAL REVENUE & EXPENSE	JUN 2010 CUMULATIV E ACTUAL REVENUE & EXPENSE		
TOTAL GRANTS IN AID	6,044,300	0	6,048,800		-497,840	-2,300,354	-1,245,284	4,128		
STUDENT LOAN										
REVENUE	6,900,000	0	6,900,000	15,274	1,116,749	3,521,660	4,531,082	7,271,620	371,620	105.4%
EXPENSE	6,900,000	0	6,900,000		1,179,831	3,340,367	4,426,973	7,271,620	371,620	105.4%
TOTAL STUDENT LOAN	6,900,000	0	6,900,000		-63,082	181,293	104,109	0		
FINANCIAL AID FUND										
REVENUE	750,000		750,000	742,221	395,360	663,771	954,673	725,832	-24,168	96.8%
EXPENSE	750,000		750,000		296,521	505,171	698,756	929,284	179,284	123.9%
TOTAL FINANCIAL AID FUND	750,000	0	750,000		98,839	158,600	255,917	-203,452		
AGENCY										
REVENUE	0	0	0	804,991	681,264	1,046,615	1,359,639	1,275,758	n/a	n/a
EXPENSE		0	0		314,202	747,449	1,118,065	1,181,375	n/a	n/a
TOTAL AGENCY	0	0	0		367,062	299,166	241,574	94,383		
TOTAL ENDOWMENT LOCAL REVENUE	0	0	0	169,476	2,675	3,262	5,972	6,550	n/a	n/a
TOTAL FIDUCIARY FUNDS:	13,694,300	4,500	13,698,800		-92,346	-1,658,033	-637,712	-98,391		
TOTAL ANNUAL REVENUE:	103,878,155	12,336,880	116,215,035		33,676,879	64,585,242	96,809,078	114,787,794	-1,427,241	98.8%
TOTAL BUDGETED OPENING ENTRIES:	1,693,360	760,070	2,453,430		0					
TOTAL ANNUAL EXPENSE:	104,957,238	13,007,261	117,964,499	38,547,561	22,712,635	50,802,464	77,083,748	110,244,954	-7,719,545	93.5%
NET GAIN (LOSS) YEAR TO DATE:					10,964,244	13,782,778	19,725,330	4,861,965		
CAPITAL PROJECTS: 2009-2011										
STATE APPROPRIATIONS	7,604,600	-1,722,764	5,881,836		416,969	781,880	1,551,040	2,467,881	-3,413,955	42.0%
LOCAL CAPITAL FUND	17,520,614	1,869,879	19,390,493		878,959	2,266,440	2,897,250	3,108,143	-16,282,350	16.0%
TOTAL CAPITAL PROJECTS FUNDS:	25,125,214	147,115	25,272,329		1,295,928	3,048,320	4,448,290	5,576,024		
GRAND TOTAL ALL REVENUE FUNDS :	130,696,729	13,244,065	143,940,794		34,972,807	67,633,562	101,257,368	120,363,818		

REGULAR MEETING AGENDA ITEM

Tab 3

September 8, 2010

Information **Discussion** **Action**

Topic

Total Enrollment, Spring Quarter 2010 and Annual Enrollment Comparison Report

Description

The college continuously monitors and analyzes enrollment statistics and trends, particularly during registration and enrollment periods. Enrollment updates are regularly provided to the entire college during that time. Downward and upward trends are analyzed, and strategies are put into place to address areas of concern.

As part of the strategic enrollment and planning process, each quarter, an enrollment report for all fund sources (state-funded, self-support and other) is compiled for review and discussion. In addition to the Spring Quarter Final Enrollment report, an annual report is produced that provides an overall enrollment summary for this year as compared to last year.

Key Questions

- * Was the college's enrollment target for state funded and self-support FTES met for Spring Quarter 2010, and how did that performance compare to Spring Quarter 2009?
- * Were there any areas of enrollment that experienced significant differences (increase or decrease) for Spring Quarter 2010, and what are the reasons for those changes?
- * How do the final figures for enrollment for academic year 2009-10 compare to the enrollment figures for academic year 2008-09?

Analysis

The downturn in the state economy continues to persist and the state job outlook has shown little improvement. As a result, colleges statewide have been experiencing record enrollment numbers. These circumstances continue to be reflected in the Spring quarter and annual total enrollment data. The Governor's latest budget update predicting further reductions across the board will continue to stretch the resources we have to serve student needs, especially during periods of record enrollment.

Increase (or decrease) by division or unit:

- Our Spring 2010 enrollment target was exceeded by 961.1 FTES or 10.2%
- Arts and Humanities Division exceeded its target by 300 FTES or 9.5%
- Business Division exceeded its target by 107 FTES or 7.7%
- Health Science Division exceeded its target by 51.3 FTES or 6.1%
- Science Division exceeded its target by 331.2 FTES or 13.9%
- Social Science Division exceeded its target by 177.6 FTES or 11.6%
- Other Programs exceeded their target by .2 FTES or 0%

Background Information

Attachment 1: Quarterly Enrollment Report by Program for Spring Quarter 2010

Attachment 2: Annual Enrollment Report by Program for Academic Year 2009-10

Attachment 3: A graphic representation showing a comparison of the 2009-10 vs. 2008-09 data

Recommendation/Outcomes

The Board will have an opportunity to review and discuss the college's enrollment data and trends for Spring Quarter and an Enrollment Comparison Report for Academic Year 2009-10 vs. 2008-09.

Prepared by: Tom Nielsen, Vice President of Instruction
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COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE COLLEGE
Spring Quarter 2010

TOTAL COLLEGE				
All Divisions & Miscellaneous Programs	SPRING 2010 FTES Target	Actual FTES	# Change	% Change
	9877	10844	967.3	9.8%

Division	SPRING 2010 FTES Target	Actual FTES	# Change	% Change
Arts & Humanities	3154	3454	299.97	9.5%
Humanities	0	1	1.3	0.0%
American Studies	98	116	17.6	17.9%
Art	231	221	-10.0	-4.3%
Applied Linguistics	0	0	0.0	0%
Communications	373	436	63.1	16.9%
Dance	15	14	-1.7	-10.8%
Drama	29	33	3.8	13.2%
English	897	1041	143.7	16.0%
World Language	456	471	15.2	3.3%
Interior Design	195	194	-0.5	-0.3%
Music	150	172	22.2	14.8%
Philosophy	174	208	33.5	19.2%
Speech	0	0	0.0	0.0%
ABE/GED	71	91	19.9	28.1%
DEVED/ID	13	16	3.1	23.9%
Experiential Learning	15	12	-2.8	-18.6%
ESL	437	428	-8.6	-2.0%
Health Sciences	847	898	51.3	6.1%
Diagnostic Ultrasound	41	43	2.7	7%
Early Childhood Educ	37	51	14.7	40%
Education	18	15	-3.2	-18%
Health	46	69	23.5	51%
Indiv Studies	0	0	-0.1	-100%
Imaging	11	5	-5.9	-55%
Nursing	80	97	17.1	21%
Nuclear Medicine Tech	7	4	-3.2	-43%
Parent Ed	0	0	0.0	0%
Physical Development	131	154	22.7	17%
Radiologic Technology	42	46	3.8	9%
Radiation Therapy	23	20	-3.0	-13%
Recreation Education	2	1	-0.9	-39%
Health Professions	125	142	17.8	14%
Radiation Mgmt/Tech	42	36	-5.9	-14%
Neuro Diagnostic Tech	9	10	0.9	10%
Parent Education	233	203	-29.5	-13%
Social Science	1534	1712	177.59	11.6%
Criminal Justice	60	98	37.2	61.7%
Anthropology	117	127	10.2	8.7%
Economics	222	212	-10.4	-4.7%
Geography	138	125	-13.7	-9.9%
History	232	260	28.7	12.4%
International Studies	21	33	11.6	55%
Political Science	104	103	-1.7	-2%
Psychology	368	447	79.5	21.6%
Sociology	225	238	13.2	5.9%
Ethnic Studies	47	70	23.1	48.8%

Division	SPRING 2010 FTES Target	Actual FTES	# Change	% Change
Business	1381	1488	107.0	7.7%
Accounting	102	107	5.7	5.6%
Business Admin	307	322	15.3	5.0%
Information Tech	12	13	1.3	11.2%
Business Management	199	265	66.9	33.7%
Marketing	70	55	-14.4	-20.6%
Business Tech System	260	232	-28.1	-10.8%
Business Intelligence	37	46	8.6	23.4%
Computer Science	76	77	0.9	1.2%
Network Services	46	47	0.7	1.5%
Programming	92	117	25.0	27.2%
Medical Informatics	0	10	10.3	0.0%
Technical Support	27	33	6.1	22.9%
Media Theory	35	41	6.4	18.5%
Animation Technology	58	63	5.3	9.2%
Digital Video Prod	30	31	1.5	5.0%
Gaming	24	20	-4.0	-16.7%
WEB MULTIMEDIA	9.67	9.00	-0.7	-6.9%
Science	2378	2710	331.20	13.9%
Astronomy	145	170	24.6	16.9%
Biology	554	626	72.7	13.1%
Botany	30	20	-9.1	-30.7%
Chemistry	360	427	67.0	18.6%
Environmental Science	51	45	-6.6	-12.9%
Engineering	42	46	4.1	9.8%
Geology	57	78	20.7	36%
I.D. Math	342	377	35.2	10.3%
Math	588	701	112.8	19.2%
Meteorology	48	47	-1.7	-3.5%
Oceanography	32	32	0.1	0.4%
Physics	129	140	11.3	8.7%
Other Programs	582	582	0.15	0.0%
Alcohol/Drug	46	52	6.16	13.4%
BAA INDES (FS 5)	66	35	-31.22	-47.3%
Career Education Opt	55	84	29.07	52.5%
CE-COMPUTERS	0	21.81	21.81	0.0%
CE-WORK RELATED PROG	0	4.37	4.37	0.0%
ELI Internl Bus Prof	40	27	-12.71	-32.1%
ELI University Prep	257	263	5.70	2.2%
Fast Track	0	0	0.00	0.0%
Fire Science	29	22	-7.48	-25.8%
Human Development	49	58	8.45	17.2%
Tech Prep	0	0	0.00	0.0%
CONT NURS EDUC (FS5)	40	16	-24	-60.0%

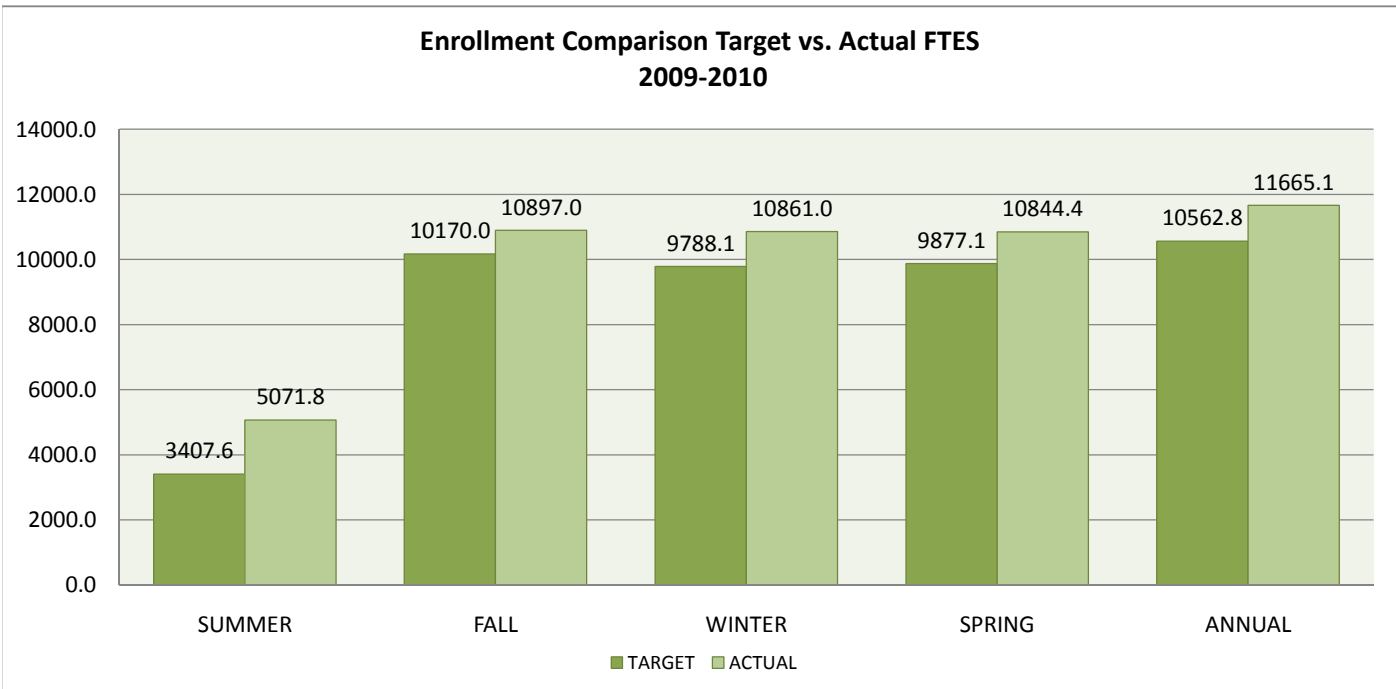
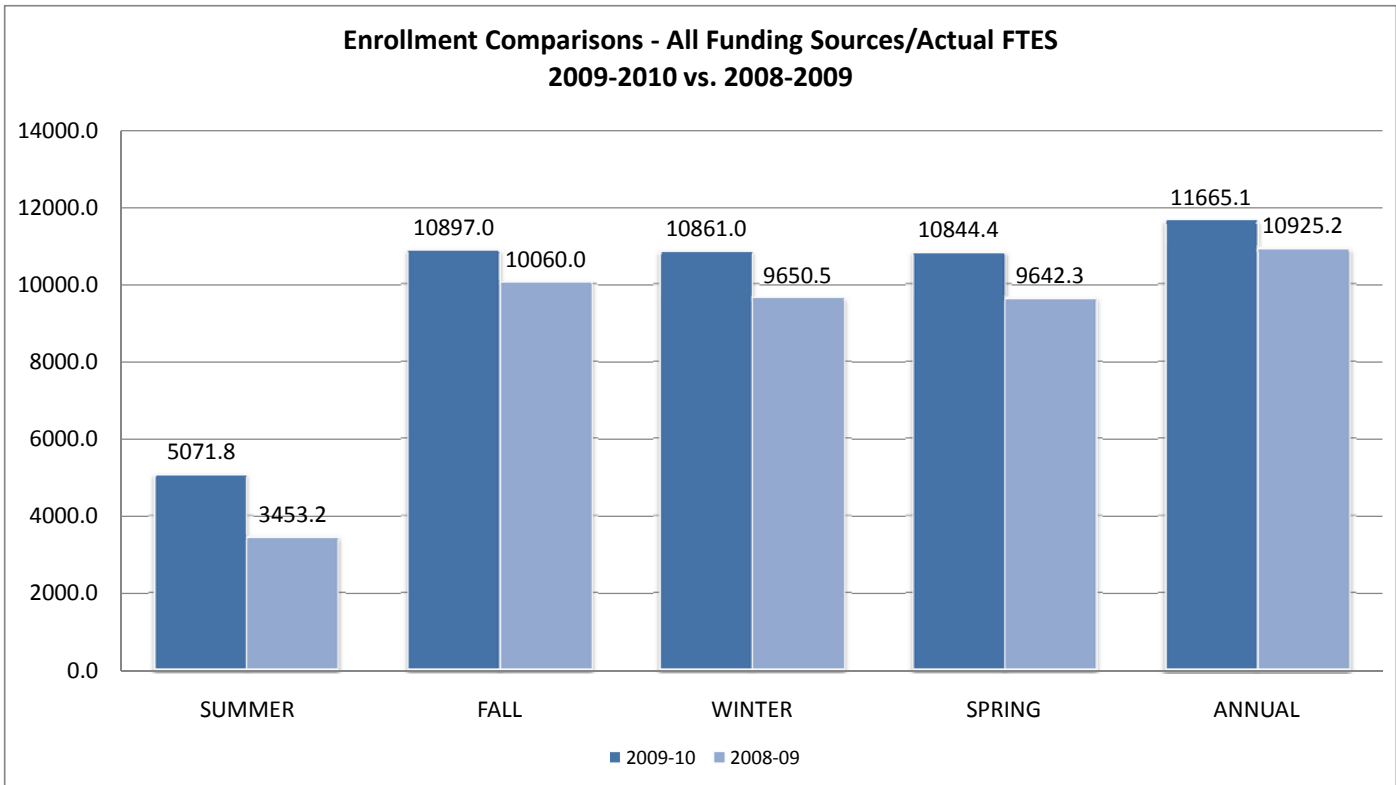
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE COLLEGE
Annual 2009-10

TOTAL COLLEGE ANNUAL 2009-				
All Divisions & Miscellaneous Programs	2010 FTES Target	Actual FTES	# Change	% Change
	10563	11665	1102.3	10.4%

ANNUAL 2009-				
Division	2010 FTES Target	Actual FTES	# Change	% Change
Arts & Humanities	3543	3953	410.47	11.6%
Humanities	2	1	-0.4	-22.5%
American Studies	91	117	26.6	29.4%
Art	257	254	-3.0	-1.2%
Applied Linguistics	1	0	-1.3	-100%
Communications	405	472	66.7	16.5%
Dance	17	16	-0.9	-5.0%
Drama	34	47	12.4	36.2%
English	1141	1276	135.1	11.8%
World Language	456	488	31.6	6.9%
Interior Design	238	244	6.2	2.6%
Music	175	201	25.3	14.4%
Philosophy	204	249	45.9	22.5%
Speech	0	0	0.0	0.0%
ABE/GED	77	97	20.1	26.0%
DEVED/ID	13	21	8.0	60.6%
Experiential Learning	16	15	-0.8	-4.8%
ESL	416	455	38.9	9.4%
Health Sciences	1129	1140	10.7	1.0%
Diagnostic Ultrasound	53	52	-1.0	-2%
Early Childhood Educ	30	40	10.2	34%
Education	19	23	3.1	16%
Health	48	56	7.9	16%
Indiv Studies	0	0	0.0	12%
Imaging	14	10	-4.1	-30%
Nursing	80	89	9.2	11%
Nuclear Medicine Tech	14	11	-3.8	-26%
Parent Education	231	208	-22.9	-10%
Physical Development	135	149	13.9	10%
Radiologic Technology	70	69	-1.6	-2%
Radiation Therapy	29	26	-2.9	-10%
Recreation Education	1	2	0.9	111%
Health Professions	118	143	24.6	21%
Radiation Mgmt/Tech	42	43	1.4	3%
Neuro Diagnostic Tech	13	12	-1.3	-10%
Parent Education	231	208	-22.9	-10%
Social Science	1663	1862	199.05	12.0%
Criminal Justice	65	92	27.2	41.8%
Anthropology	128	132	3.5	2.7%
Economics	247	260	12.6	5.1%
Geography	160	160	0.0	0.0%
History	245	278	33.0	13.4%
International Studies	36	37	0.2	1%
Political Science	108	128	20.5	19%
Psychology	376	453	77.3	20.5%
Sociology	236	249	12.5	5.3%
Ethnic Studies	61	73	12.3	20.4%

ANNUAL 2009-				
Division	2010 FTES Target	Actual FTES	# Change	% Change
Business	1480	1657	177.5	12.0%
Accounting	118	114	-3.8	-3.2%
Business Admin	346	343	-3.4	-1.0%
Information Tech	10	20	10.2	103.9%
Business Management	250	304	53.8	21.5%
Marketing	68	63	-5.0	-7.3%
Business Tech System	290	304	14.9	5.1%
Business Intelligence	29	47	17.9	62.2%
Computer Science	74	83	9.4	12.8%
Network Services	48	56	7.8	16.2%
Programming	64	103	39.1	60.8%
Medical Informatics	0	6	6.3	0.0%
Technical Support	23	28	5.3	23.3%
Media Theory	29	37	8.8	30.8%
Animation Technology	75	79	3.9	5.2%
Digital Video Prod	26	36	9.5	36.0%
Gaming	18	22	4.0	22.0%
WEB MULTIMEDIA	12.6	11.3	-1.2	-9.7%
Science	2696	2997	301.03	11.2%
Astronomy	166	186	19.7	11.9%
Biology	610	700	89.2	14.6%
Botany	32	27	-4.1	-13.1%
Chemistry	402	474	71.2	17.7%
Environmental Science	53	45	-8.4	-15.8%
Engineering	32	40	7.3	22.6%
Geology	58	76	17.9	31%
I.D. Math	449	468	18.4	4.1%
Math	669	748	79.2	11.8%
Meteorology	44	45	1.4	3.3%
Oceanography	34	39	4.9	14.3%
Physics	146	150	4.3	2.9%
Other Programs	762	1140	377.21	49.5%
Alcohol/Drug	52	56	3.55	6.8%
BAA INDES (FS 5)	44	20	-24.36	-55.4%
Career Education Opt	57	81	24.36	43.1%
CE-COMPUTERS	1	23	22	28
CE-WORK RELATED PROG	0	6.4	6.44	0.0%
ELI Internl Bus Prof	44	45	0.96	2.2%
ELI University Prep	357	329	-28.27	-7.9%
Fast Track	0	0	0.00	0.0%
Fire Science	30	33	2.95	9.9%
Human Development	56	61	5.23	9.3%
Tech Prep	122	486	364.46	298.9%
CONT NURS EDUC (FS5)	40	22.67	-17.33	-43.3%

COMMUNITY COLLEGE DISTRICT VIII
 BELLEVUE COLLEGE
 Spring Quarter 2010 and Annual 2009-10



REGULAR MEETING AGENDA ITEM

Tab 4

September 8, 2010

Information Discussion Action

Topic

Negotiated Agreement between Bellevue Community College Association of Higher Education and the Board of Trustees of Community College District VIII, September 1, 2010 – August 31, 2011

Description

Representatives for the BC Association of Higher Education and Community College District VIII reached a tentative agreement on a successor agreement to replace the 2007-10 Negotiated Agreement. The faculty are scheduled to vote on the tentative agreement on September 15, 2010.

Key Questions

- * Does the tentative agreement reached by representatives for the BCAHE and the Board of Trustees represent the mutual interests of the college and the faculty, and should the tentative agreement be approved?

Analysis

The college bargaining team believes the Tentative Agreement represents the mutual interests of the college and the association.

Background Information

Attachment 1 contains a summary of the substantive differences between the expired 2007-2010 Negotiated Agreement and the proposed 2010-2011 Negotiated Agreement tentatively agreed to by the parties.

Recommendation/Outcomes

The college bargaining team recommends that the Board of Trustees of Community College District VIII approve the proposed 2010-2011 Negotiated Agreement between the Board of Trustees of Community College District VIII and Bellevue Community College Association of Higher Education as presented in the *2010-11 Faculty Contract Tentative Agreement*, pending ratification by the faculty.

Prepared by: César Portillo, Vice President of Human Resources
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**Proposed Changes to the Negotiated Agreement between
the Board of Trustees of Community College District VIII
and the Bellevue College Association of Higher Education**

Representatives of the College and the BCAHE have reached a tentative agreement on a proposed Negotiated Agreement to be effective September 1, 2010 through August 31, 2011. Highlights of the changes are:

1. **Compensation.** Following legislative action allowing the use of salary turnover dollars to fund faculty increments, the parties reached agreement on the distribution of \$123,640 to fund increases for the 154 full-time faculty continuing from 2009-10 to 2010-11.
2. **Program Management Changes.** Following the dissolution of the Business Division and the creation of the Institute for Business and Information Technology (IBIT) effective July 1, 2010, and other organizational changes in Instruction, the parties redistributed existing program management funding among the instructional divisions.
3. **Part-Time Faculty Performance Review Process.** Based on recommendations from program chairs, the parties changed the timeline for the initial review to the second quarter of employment and emphasized the importance of mentoring and informal feedback to part-timers during the first quarter of employment.
4. **Housekeeping.** Dates in the agreement have been changed as needed. Names have been updated (BCC to BC, BCCAHE to BCAHE, and Executive Dean to Vice President, organizational units,) as needed. A number of the appendices and memoranda of understanding relating to pilot projects, name changes, etc. resulted in the deletion and renumbering of appendices and memoranda.

The parties engaged in discussion of a number of other issues (2011-12 calendar, workload items, Summer Quarter start date) but did not reach agreement during the time scheduled for negotiations.

The faculty expressed concern about the lack of input from faculty in the performance review of administrators. While there was no agreement to address this concern in the Negotiated Agreement, the administration committed to including faculty input in the performance review of administrators who had extensive interaction with faculty.

The parties agreed that bargaining for a successor agreement could begin after October 15, 2010. Both parties are interested in completing negotiations for a successor agreement before the end of the 2010-11 academic year.

Prepared by: Lucy Macneil, Special Assistant to the President
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REGULAR MEETING AGENDA ITEM
September 8, 2010

Tab 5

Information Discussion Action

Topic

Proposed 2011 Board of Trustees Meeting Dates

Description

The Code Reviser (Washington Administrative Code) requires that a list of Board meeting dates be filed with their office each calendar year so that appropriate notice can be given to the public.

The following dates are being submitted for the Board's consideration as regular meeting dates for the year 2011.

Wednesday, January 26

Wednesday, March 2

Wednesday, May 25 (Coincides with Margin of Excellence Awards)

Wednesday, June 15 or 22

Wednesday, June 29 (Tentative, pending budget process needs)

Wednesday, September 7

Wednesday, October 12 (Tentatively scheduled as an all-day retreat)

Wednesday, November 16 or 30

Key Questions

- * Do the proposed dates meet the needs of the college in maintaining its administrative and contractual obligations?
- * Do the proposed dates conflict with any major religious or secular holidays or other dates that might cause key personnel to be unavailable?
- * Do the proposed dates meet the needs of the individual trustees?

Analysis

The proposed dates meet the needs of the college in maintaining its administrative and contractual obligations and do not conflict with any major religious or secular holidays. The Bellevue School District (BSD) calendar has also been taken into consideration and none of the proposed dates conflict with BSD breaks.

Background Information

The first meeting of the year should be scheduled as late as possible in January or early February to allow the Tenure Review Committee (TRC) as much time as possible to complete their recommendations. The BC Foundation Board of Directors (BCF) meets January 12, 2011. February 2, 2011 is the Christian observance of Candlemas.

State law requires that a tenure decision be made before the start of the candidate's 9th consecutive quarter (not counting summer) and the timing is such that we need to schedule a meeting in March. In addition, the BCCAHE negotiated contract requires that, if the Board disagrees with the recommendations of the TRC, this disagreement must be determined in open session and that the Board must then meet with the TRC at least five days before they make their final decision. In order to allow for this possibility and to avoid meeting during finals week, the March meeting should occur prior to March 11, 2011. Finals are scheduled for March 21-23, 2011 and the BCF is scheduled to meet on March 23, 2011. March 9, 2011 is the Christian observance of Ash Wednesday.

The Margin of Excellence Awards ceremony is scheduled for May 25, 2011 and we ask that the Trustees attend the ceremony as a study session. The BCF is scheduled to meet on May 11, 2011.

The budget needs to be approved in June and we typically schedule a second, tentative meeting to accommodate a late decision by the legislature. Our year-end event is scheduled for June 8, 2011 and the BCF is scheduled to meet on June 22, 2011.

The September meeting should be scheduled for the first or second Wednesday of the month to allow any negotiated changes in faculty salary to be implemented by the September 25 paycheck. This is assuming that we have reached tentative agreement and that there is a salary change to implement.

The October meeting is typically the first meeting for any newly appointed trustee and is an ideal time for a retreat to review the college's strategic planning for the coming year. Other considerations for October include the Hindu observance of Navaratri September 28 – October 5, 2011, the Jewish observance of Sukkot October 13-19, and the Jain, Hindu and Sikh observance of Diwali on October 26, 2011.

I used the Interfaith calendar at <http://www.interfaithcalendar.org/2011.htm> to determine primary sacred times for world religions.

Recommendation/Outcomes

The proposed schedule of regular meeting dates for 2011 will be presented for approval at the November 17, 2010 meeting.

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