



BELLEVEUE
COLLEGE

Board of Trustees
Community College District VIII

Regular Meeting

May 16, 2012

Vision

Bellevue College is the region's college of choice, based on its excellence, innovation, and national recognition for exemplary programs.

Core Values

We, the Board of Trustees, faculty, staff and administration of Bellevue College, place students at the center of all we do and support and promote the excellence of their efforts. We affirm and embody pluralism; value collaboration and shared decision making; and honor creativity and innovation. We consider it our duty to anticipate changing demands in education and welcome the opportunity to shape its future. We acknowledge our responsibility to society and embrace the belief that widespread access to excellent postsecondary education is the cornerstone of a democratic society.

Mission

Bellevue College is a student-centered, comprehensive and innovative college, committed to teaching excellence, that advances the life-long educational development of its students while strengthening the economic, social and cultural life of its diverse community. The college promotes student success by providing high-quality, flexible, accessible educational programs and services; advancing pluralism, inclusion and global awareness; and acting as a catalyst and collaborator for a vibrant region.

Core Themes: *Mission Alignment*

Student Success

BC supports the success of all students in meeting their educational goals through its commitments to open access learning; to offer a portfolio of appropriate and well-chosen educational programs, services, and activities; and to its ongoing attention to student persistence and educational attainment.

Teaching and Learning Excellence

BC prepares and enables excellence in teaching and learning through its commitments to ensure relevance, responsiveness, and inclusiveness of curriculum; to maintain an effective teaching environment by supporting the teaching and professional achievement of all faculty; to provide for the accessibility of quality learning support services; and to monitor the academic and professional success of all students.

College Life and Culture

BC values a learning and working environment through its commitments to support a campus environment that is diverse, inclusive, open, safe, and accessible; to model a college community that affirms and embodies pluralism and values collaboration and shared decision making; and to honor and practice sustainability, creativity and innovation.

Community Engagement and Enrichment

BC strives to be a leader and partner in building a strong and vibrant region through its commitments to collaborate with businesses, industries, local school districts, primary transfer institutions, alumni, donors, and governmental and social services organizations to develop and refine educational programs that prepare individuals for academic success, employment, and lifelong learning; and to provide programs and space for use by the community at large.

**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, May 16, 2012. The business session will begin at 12:30 pm in room B201. Vicki Orrico, Chair, will preside.

AGENDA

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12:00 PM	LUNCH (A201)	
12:30 PM	BUSINESS SESSION (B201)	
	I. Call to Order	
	II. Roll Call and Introductions	
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12:40 PM	IV. Constituent Reports	
	A. Faculty	
	B. Classified Staff	
	C. Student	
1:10 PM	VIII. Information Items	
	A. All Washington Academic Team	22
1:20 PM	V. Monitoring Reports (reports for this meeting in bold)	
	A. Student Success	All 23
	B. Instruction	All 24
	C. Workforce and Economic Development	All 26
	D. Student Services	All 27
	E. Foundation	All 28
	F. Technology	Quarterly
	G. Capital Facilities	Quarterly
	H. New Campus Development	Quarterly
	I. Finance	Quarterly 29

**BOARD OF TRUSTEES
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BELLEVUE, WASHINGTON**

	J. Human Resources	Quarterly	
	K. Enrollment Report	Quarterly	
	L. Budget and Legislative Developments	As needed	
	M. Marketing and Public Relations	As needed	
2:00 PM	VI. First Read		
	A. 2012-13 International Student Contract Program		36
	B. 2012-13 College Budget		37
	C. 2012-13 Services & Activities Budget		40
	D. 2012-13 Tuition and Fee Schedule		44
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	I. Applied Baccalaureate Degree Plan		68
2:40 PM	V. Adjourn for Margin of Excellence Awards Ceremony		
4:40 PM	VI. Reconvene		
4:45 PM	VII. Action Items		
	A. Sabbatical Leave Requests		78
	B. BC-CCC Districts Merger Recommendation		81
4:55 PM	IX. Board Reports		
	A. TACTC Board of Directors	Gunn	
	B. TACTC and BC Legislative Committees	Miller/Orrico	
	C. Presidential Search	Chiles/Orrico	
	D. Individual Member Reports		
5:10 PM	X. President’s Report		
5:20 PM	XI. Unscheduled Business/Community Testimony		
5:30 PM	EXECUTIVE SESSION (A201)		
	There will an executive session for 30 minutes to discuss the performance of public employees and to consider the acquisition of real estate.		
6:00 PM	XII. Adjournment		
	<i>Time and order are estimates only and subject to change.</i>		
6:00 PM	Thank You Reception for Presidential Search Committee		

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held March 5, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The special meeting was called to order at 4:00 p.m. on March 5, 2012.

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

II. EXECUTIVE SESSION

Vicki Orrico announced that the board would be in executive session for three hours to review the performance of a public employee and to evaluate the qualifications of an applicant for public employment.

Laura Saunders, Interim President, Cesar Portillo, Vice President of Human Resources, and Cheryl Bateman, AAG, were invited to join the board.

Leticia Lopez was invited to join the board at 4:30 p.m.

III. ADJOURNMENT

With no action being taken, the special meeting of the Board of Trustees adjourned at 7:00 p.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

**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 March 7, 2012 in room B201, Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Ms. Vicki Orrico, Chair, presided.

The Board of Trustees executive session was called to order at 12:30 p.m.

EXECUTIVE SESSION

Vicki Orrico announced that there would an executive session for 90 minutes to review the performance of a public employee, to consider the acquisition of real estate, and to evaluate the qualifications of an applicant for public employment. It was announced that executive session was extended for five minutes and ended at 2:05 p.m.

STUDY SESSIONS

The Board of Trustees business session was called to order at 2:08 p.m.

1. Student Success – Student Achievement Initiative

Patty James, Director of Planning and Effectiveness reported on two student success initiatives. The first presentation reported the results of the 2010-11 student achievement initiative. The results of the First Year Experience (FYE) student cohort for 2007 were also shared.

2. The Community College Genomics Research Initiative (ComGen)

Gita Bangera, briefed the trustees on the ComGen project, a collaboration between the USDA-ARS, the NSF, and Bellevue College. The program uses a new teaching model and provides research opportunities for undergraduate students. Students involved in the program shared their enthusiasm for the opportunities and skills gained using this model.

BUSINESS SESSION

I. ROLL CALL

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

INTRODUCTIONS

Laura Saunders, Interim President	Cheryl Bateman, Asst. Attorney General
Lisa Corcoran, Exec. Asst. to the President	Doug Brown, President, BCAHE
Kelly Paustain	Russ Beard, VP of Information Resources
Jan Ng, Classified Employee Representative	Cesar Portillo, VP of Human Resources
Paula Boyum, VP of Workforce Development	Tom Pritchard, VP of Student Success
Ray White, VP of Admin Services	Brandon Anderson, ASG President
Laurence Herron, Interim VP of Institutional Advancement	Patty James, Director of Institutional Effectiveness and Research
Jennifer Strother, Executive Director of Finance	Jake Atwell-Scrivner, ASG Legislative Liaison
Kelly Paustain, Manager, Budget Office	Matt Groshong, Dean, Student Services

Emily MacPherson, Educational Services and Academic Advising	Celinda Smith, Director of Educational Planning and Advising Center
Joyce Carroll, Associate Dean	Kara Talbott, Development Director, BC Foundation
Jennifer Stanton, Faculty	Gita Bangera, Faculty
Robin Jeffers, Coordinator, Effectiveness/Assessment	Emilia Gan, Student
Sean McCotter, Student	Jancy Buffington, Student
Danielle Newcomer, Student	Megan Pham, Student Representative
Kris Cheung, Student Representative	

II. **CONSENT AGENDA**

Paul Chiles made a motion to amend the agenda to include an executive session following the business meeting and Lisa Chin seconded the motion.

The motion passed unanimously (5-0) and the amended agenda was approved.

Paul Chiles made a motion to approve the remaining consent agenda items (meeting minutes from November 30, 2011, meeting minutes from January 27, 2012 and the financial report for the period ending December 31, 2011) and Steve Miller seconded the motion.

The consent agenda was approved unanimously (5-0).

III. **CONSTITUENT REPORTS**

Faculty Report

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

The union is currently focused on legislative communications and are using non-college means for communication with the legislature. Faculty elections are being conducted.

The Faculty Commons Council is meeting weekly and are working through the hiring process for a commons coordinator.

Discussions with Cascadia regarding the potential of a district merger are proceeding in useful ways. The conversations in and of themselves have great value irrespective of state decisions.

Doug noted that although evidence suggests that enrollment is plateauing, there are long term issues with the college's dependence on adjunct faculty. It is difficult to find people who will be successful teaching here when they are asked to do the work without access to resources. It is challenging to maintain a quality program.

Classified Staff Report

Jan Ng, classified staff representative, reported that:

She agreed with Doug's concerns with lack of contact with adjunct faculty.

The classified staff hosted a successful professional development day with over 120 in attendance. The needs survey following the professional development identified conflict resolution training as the next preferred training. A workshop is scheduled for May 17th.

Jan noted that there has also been discussion of the temporary salary reduction scheduled to begin in July and how it will affect the daily work situation.

Jan also expressed appreciation for all of the work done on the presidential search especially by trustees and noted her renewed respect for college governance.

Student Report

Brandon Anderson, Associated Student Government (ASG) President, reported on the accomplishments of the ASG since the last meeting.

1400 postcards were sent to Sen. Murray along with letter writing campaign to encourage support of Pell Grants. The campaign was successful, even with some Pell Grant eligibility changes, the grants will still be available.

Brandon expressed his appreciation of the trustees' support of the student trustee bill. The bill is currently awaiting the governor's signature. The trustees were asked for an additional letter of support for the student trustee bill. A letter will be drafted and sent to the BC ASG supporting the bill.

Brandon shared some of the upcoming events on campus –

Student elections are beginning. Anti-racist speaker, Tim Wise will be speaking on campus tomorrow.

The ASG/OSLA legislative conference is scheduled for later this month. This includes speaking on behalf of the students from Washington State in Washington, D.C.

Other comments included noting that students want an open presidential forum for students for presidential search candidates when they come to campus. Brandon also expressed his appreciation for the opportunity to serve on presidential search committee.

Student representatives expressed concern about social responsibility and the use of ipads.

Brandon also shared that he had encountered some difficulties in his leadership this year and acknowledged the assistance and guidance from the ASG.

IV. MONITORING REPORTS

The board reviewed monitoring reports for on Student Success, Instruction, Workforce and Economic Development, Student Services, Foundation, Technology, Capital Facilities, Human Resources and Enrollment. It was noted that the annual BC Foundation luncheon is scheduled for April 25th and that the board will be attending the Margin of Excellence awards ceremony on May 16th.

V. FIRST READ

A. Sabbatical Leave Requests

Tom Nielsen reviewed the sabbatical leave proposals and the process for determining recommendations for those proposals. The committee is in the process of reviewing applications. Tom Nielsen is available for any questions regarding the process.

VI. ACTION ITEMS

A. Tenure Review Recommendations

Tom Nielsen provided recommendations from tenure review committee for the 2012-13 Academic Year.

Motion 01:12

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

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Ryan Bauer, Science Division (Math).

The motion passed unanimously (5-0).

Motion 02:12

It was moved by Marie Gunn and seconded by Lisa Chin that:

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Tonya Estes, Arts & Humanities (Developmental Education).

The motion passed unanimously (5-0).

Motion 03:12

It was moved by Steve Miller and seconded by Marie Gunn that:

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Gina Fiorini, Science Division (Chemistry).

The motion passed unanimously (5-0).

Motion 04:12

It was moved by Lisa Chin and seconded by Steve Miller that:

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Samantha Girard, Health Science Education and Wellness Institute (Nursing).

The motion passed unanimously (5-0).

Motion 05:12

It was moved by Vicki Orrico and seconded by Steve Miller that:

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Mausumi Maulik, Science Division (Math).

The motion passed unanimously (5-0).

Motion 06:12

It was moved by Marie Gunn and seconded by Lisa Chin that:

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Samantha Girard, Health Science Education and Wellness Institute (Nursing).

The motion passed unanimously (5-0).

Motion 06:12

It was moved by Marie Gunn and seconded by Lisa Chin that:

The Board of Trustees of Community College District VIII hereby grants tenure for the 2012-13 academic year to Daniel Mitchell, Science Division (Chemistry).

The motion passed unanimously (5-0).

Motion 07:12

It was moved by Vicki Orrico and seconded by Steve Miller that:

The Board of Trustees of Community College District VIII will defer a decision regarding tenure for Leticia Lopez for the 2012-13 academic year to a date no later than March 21st.

The motion passed unanimously (5-0).

Motion 08:12

It was moved by Marie Gunn and seconded by Steve Miller that:

The Board of Trustees of Community College District VIII hereby grants a fourth probationary year to Simrat Ghuman, Science Division (Math) in that all conditions required by RCW 28B.50.852 for advancement to a fourth year have been met.

The motion passed unanimously (5-0).

The Board recessed at 4:10 p.m. and reconvened at 4:17 p.m.

B. Capital Budget Expenditure IBIT Construction Additional Funding

Laura Saunders introduced Ray White, Vice President for Administrative Services to the Board of Trustees. Ray presented the request for additional funding IBIT construction cost over runs. It was noted that the overruns were due to inadequate as built drawings and unforeseen conditions in the old building. Questions were asked regarding cost contingencies and the funding model being used by the state of Washington determine contingency funding. It was noted that the contingency funding allocated by the state had been reduced.

Motion 09:12

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

The Board of Trustees of Community College District VIII authorizes the use of additional local funds of \$250,000 to complete the IBIT Remodel (A Wing) Project.

The motion passed unanimously (5-0).

VII. BOARD REPORTS

TACTC Board of Directors

No report

TACTC and BC Legislative Committee

Steve Miller reviewed activity in the legislature in regard to the budget process and the current status of the higher education budget. He noted that there has been more discussion of higher education and the budget impact on higher education than there had been in 20 years.

Presidential Search Committee

Marie Gunn expressed her appreciation for the presidential search advisory committee. The search advisory committee met at end of January and interviewed eleven candidates. Six candidates were moved forward for reference checking. At end of February, four candidates were moved to the full board for interviews. On campus interviews are tentatively scheduled for March 19th and 20th.

Individual Member Reports

No reports

Interim President's Report

Interim President Saunders noted that Trustee Miller had discussed the major budget points. However, she noted that there may also be some small regulatory relief.

As part of Black history month activities – Councilmember Bruce Harrell spoke on campus last week. Tim Wise will be speaking tomorrow on “From Intention to Action.”

The art gallery has had two shows this quarter “Made local – Products from the Pacific Northwest” and a Teapots exhibit.

The BC Drama department produced the theatrical performance “The Foreigner” at the Carlson Theater.

The BC Foundation hosted the dedication of the Stan and Michelle Rosen Student Success Center and the presentation of the student scholarships.

The Margin of Excellence Awards were announced at surprise visits to all of the recipients. The formal awards ceremony will follow the next Board of Trustees meeting.

The Living Treasures Celebration will be held the evening of March 16th.

East campus planning is continuing with a focused room on campus in the lobby of L100 to give the campus opportunities for input. A community advisory group is also being established.

Continuing work on Bellevue College/Cascadia Community College districts merger is providing opportunities for discussion.

Planning day provided time for additional work on purpose, goals, mission and targets. A lot of good work is emerging.

VIII. UNSCHEDULED BUSINESS

There was no unscheduled business.

IX. ADJOURNMENT

There being no further business, the business meeting of the Board of Trustees adjourned at 4:40 PM to reconvene in executive session to evaluate the qualifications of applicants for public employment. Executive Session adjourned at 6:00 p.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held March 9-10, 2012 at 14632 SE Eastgate Way in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The special meeting was called to order at 9:30 a.m. on March 9, 2012 Mr. Chiles, Ms. Chin, Ms. Gunn, Mr. Miller and Ms. Orrico were present. Interim President Laura Saunders, and Cesar Portillo, Vice President of Human Resources were also in attendance.

II. EXECUTIVE SESSION

It was announced that the board would be in executive session to evaluate the qualifications of applicants for public employment.

The board adjourned at 12:30 p.m. for lunch.

The board reconvened in executive session at 2:30 p.m.

The board adjourned for the evening at 5:00 p.m.

The board reconvened in executive session at 9:30 am on Saturday, March 10th at 9:30 a.m.

The board adjourned at 12:30 p.m. for lunch.

The board reconvened in executive session at 2:30 p.m.

III. BUSINESS SESSION

The business session was called to order at 5:30 p.m.

IV. ADJOURNMENT

With no action being taken, the special meeting of the Board of Trustees adjourned at 5:32 p.m. on March 10, 2012.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held March 16, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The special meeting was called to order at 2:00 p.m. on March 16, 2012. Ms. Orrico was present and Mr. Chiles, Ms. Gunn, Mr. Miller and Ms. Chin were on conference call. Interim President Laura Saunders, Assistant and Cesar Portillo, Vice President of Human Resources were also in attendance.

II. EXECUTIVE SESSION

It was announced that the board would be in executive session to discuss the evaluation of state employees and to discuss with legal counsel representing the agency litigation to which the agency is, or is likely to become a party.

III. ADJOURNMENT

With no action being taken, the special meeting of the Board of Trustees adjourned at 2:30 p.m. The next special meeting is scheduled for Sunday, March 18, 2012 at 3:00 p.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held March 18, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. EXECUTIVE SESSION

It was announced that there would an executive session for 115 minutes to review the performance of a public employee, to consider the acquisition of real estate, and to evaluate the qualifications of an applicant for public employment. There were two extensions of the executive session. The special meeting was called to order at 3:00 p.m. on March 18, 2012. Interim President Laura Saunders, Assistant Attorney Cheryl Bateman and Cesar Portillo, Vice President of Human Resources were also in attendance.

II. BUSINESS SESSION

The business session was called to order at 5:35 pm.

III. INTRODUCTIONS

Laura Saunders, Interim President	Cheryl Bateman, Asst. Attorney General
Lisa Corcoran, Exec. Asst. to the President	Cesar Portillo, VP of Human Resources
Doug Brown, Faculty	Leslie Lum, Faculty
Donna Cowan, Faculty	Leticia Lopez, Faculty
Melissa Huelsman	Tureia Glover
Lara Gustavson	Sherri Stott
Donna Cowan, Faculty	Maria Lopez
Lynne Walker, Faculty	Jean Gonyer-Donahue
Kristin Baldwin	Leslie Lum, Faculty
Bethanne Luzzi, Faculty	Tobi Rosenberg, Faculty
Rosemary Richardson	Arlene Davis
Gail Stigall	

IV. ROLL CALL

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

V. COMMUNITY TESTIMONY

Chair Orrico invited community testimony. Oral testimony was received from Donna Cowan, Lynne Walker, Tobi Rosenberg, Beth Luzzi, Doug Brown, Arlene Davis, Rosemary Richardson, Tureia Glover, and Gail Stigall.

Following community testimony, it was announced that the board would be in executive session for 15 minutes to consider the performance of a public employee.

The board reconvened in business session at 6:02 p.m.

VI. ACTION ITEMS

A. Tenure Review Recommendation for the 2012-13 Academic Year

Chair Orrico stated that this matter has been deferred until today. At this time, each Board member has independently and thoroughly reviewed all information provided with respect to fourth year tenure candidate, Leticia Lopez. It has also reviewed in detail the process and recommendations of the Tenure Review Committee.

Motion: 09:12

After a comprehensive review of fourth year candidate, Leticia Lopez, including a review of all tenure information provided by the college and a review of all information provided to the Board by the candidate, and a review of the process of the Tenure Review Committee, it was moved by Marie Gunn and seconded by Lisa Chin that:

The Board of Trustees of Community College District VIII deny Leticia Lopez tenure.

The motion passed unanimously (5-0).

B. Selection of Presidential candidates for offers of public interviews

No action was taken on this agenda item.

VII. EXECUTIVE SESSION

It was announced that the board would reconvene in executive session to evaluate the qualifications of an applicant for public employment for 20 minutes.

VIII. ADJOURNMENT

The special meeting of the Board of Trustees adjourned at 6:30 p.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held March 21, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The special meeting was called to order at 5:15 p.m.

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

II. EXECUTIVE SESSION

Vicki Orrico announced that the board would be in executive session for 75 minutes to evaluate the qualifications of an applicant for public employment and to discuss the evaluation of state employees.

Laura Saunders, Interim President and Cesar Portillo, Vice President of Human Resources were invited to join the board.

III. ADJOURNMENT

With no action being taken, the special meeting of the Board of Trustees adjourned at 7:00 p.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held March 28, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The special meeting was called to order at 10:30 a.m.

Mr. Chiles, Ms. Gunn (via telephone), Mr. Miller and Ms. Orrico were present.

II. EXECUTIVE SESSION

Vicki Orrico announced that the board would be in executive session for 60 minutes to evaluate the qualifications of an applicant for public employment.

Laura Saunders, Interim President and Cesar Portillo, Vice President of Human Resources were invited to join the board.

III. ADJOURNMENT

With no action being taken, the special meeting of the Board of Trustees adjourned at 11:48 a.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held April 12, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The meeting began at 2:12 p.m.

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

II. EXECUTIVE SESSION

Vicki Orrico announced that there would an executive session for three hours to evaluate the qualifications of an applicant for public employment. Dr. Dale Nienow was invited to join the Board.

No action was taken.

III. ADJOURNMENT

The special meeting of the Board of Trustees adjourned at 5:38 p.m.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held April 20, 2012 at 3000 Landerholm Circle SE in Bellevue, WA. Ms. Vicki Orrico, Chair, presided.

I. ROLL CALL

The meeting began at 3:00 p.m.

II. EXECUTIVE SESSION

Vicki Orrico announced that there would be an executive session for two hours and 45 minutes to evaluate the qualifications of an applicant for public employment. Dr. Dale Nienow and Cheryl Bateman, Assistant Attorney General were invited to join the Board. Laura Saunders and Cesar Portillo joined the meeting at approximately 4:00 p.m.

III. BUSINESS SESSION

Vicki Orrico called the business session to order at 5:58 p.m.

IV. ROLL CALL

Mr. Chiles, Ms. Chin, Mr. Miller and Ms. Orrico were present with Ms. Gunn participating in the meeting via telephone.

INTRODUCTIONS

Laura Saunders, Interim President	Cheryl Bateman, Asst. Attorney General
Lisa Corcoran, Exec. Asst. to the President	Doug Brown, President, BCAHE
Cesar Portillo, VP of Human Resources	Tom Nielsen, Vice President of Instruction
Paula Boyum, Vice President of Workforce Development	Donna Sullivan, Administrative Assistant, Instruction
Kyra Olson, Administrative Assistant, Workforce Development	Patricia James, Director, Planning and Effectiveness
David Sandler, Public Relations Manager	Robert Baldano
Laurence Herron, Interim VP of Institutional Advancement	

V. ACTION ITEMS

A. Next steps in Presidential Search

The board has been discussing whether or not to continue the presidential search.

Motion: 10:12

It was moved by Steve Miller and seconded by Lisa Chin that:

The Board of Trustees of Community College District VIII continue the presidential search.

The motion passed with a vote of 4-1.

Chair Vicki Orrico stated that after many hours of deliberation and due diligence, the Board is continuing the search. The board had agreed beforehand that a candidate would need broad support of the board to be chosen. Unfortunately, while several candidates had strong support, no one candidate could garner broad enough support from the Board. A subcommittee of the board consisting of Paul Chiles and Vicki Orrico, as incoming and outgoing chairs, will be meeting over the course of the next few weeks to discuss the process for continuing.

The board noted that they shared the desire of the community to move ahead with finding a new president, but want to make sure that the decision is the best one possible for Bellevue College. They expressed appreciation to this process and everyone's willingness to focus on the most important work, making students successful.

- B. Extension of contract terms for continued appointment of interim president
-

Motion 11:12

It was moved by Vicki Orrico and seconded by Steve Miller that:

The Board of Trustees of Community College District VIII approve the contract for Interim President Laura Saunders from April 15, 2012 to June 30, 2012.

The motion passed unanimously (5-0).

VI. ADJOURNMENT

The special meeting of the Board of Trustees adjourned at 6:18 p.m. The next regular meeting is scheduled for May 16, 2012.

ATTEST:

Vicki Orrico, Chair
Board of Trustees

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII



REGULAR MEETING AGENDA ITEM

ALL USA/ALL WASHINGTON ACADEMIC TEAM

INFORMATION

FIRST READ

ACTION

Description

Phi Theta Kappa, the International Honor Society for Two Year Colleges, began the All USA Academic Team to recognize and honor two-year college students for their scholastic achievement and community and college service. Nominations to the All USA Academic Team are automatically named to All Washington Academic Team. A student's ranking on the state team is determined by the student's score in the national competition. In addition to the All USA Academic Team, scholars who apply for the All USA Team are automatically nominated for the Coca Cola Community College Academic Team administered by Phi Theta Kappa.

Key Questions

- * What is the All USA/All Washington Academic Team?
- * Which Bellevue College students are being recognized in 2012?

Analysis

This year two Bellevue College students were nominated for the All USA/All Washington Academic Team.

Casey Pinckney, a mathematics major from Issaquah, has earned a perfect 4.0 GPA each quarter at BC and is on track to complete her associate's degree in June. Casey has been named a 2012 Coca-Cola Community College Academic Team Bronze Scholar by Phi Theta Kappa. She serves as a volunteer math tutor to students and is the recipient of two BC honors: the Habib Mathematics Scholarship, awarded by the BC Foundation, and the Outstanding Calculus Student Award. She also plays jazz harp.

Anh Nguyen, a Bellevue resident originally from Vietnam, will also graduate in June with an associate's degree in business, with plans to complete a bachelor's degree. She is currently president of the International Student Association, serves as a peer-to-peer mentor, and is the recipient of two academic scholarships and the International Student Leadership Scholarship, all awarded by BC.

Background/Supplemental Information

Phi Theta Kappa Honor Society – www.ptk.org

All Washington Academic Team – www.spscc.ctc.edu/allwa

Prepared by: Lisa Corcoran, Executive Assistant to the President
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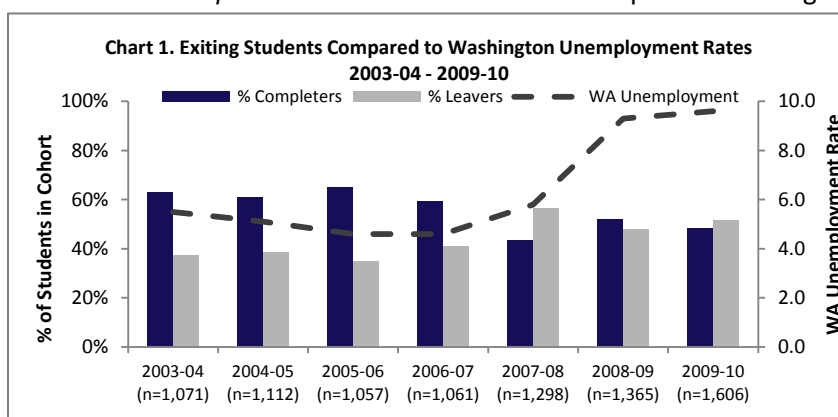


STUDENT SUCCESS

EMPLOYMENT OUTCOMES FOR PROFESSIONAL-TECHNICAL PROGRAM GRADUATES

Key Points

- In the mid-1990s, the Washington became a national leader in matching records of students with state employment records. Since then, colleges have been able to describe, in limited terms, the employment outcomes of their students after they have left the system for one year.
- Exiting students are classified into two groups: *Completers* and *Leavers*. Students who earn an award or have a 2.0 GPA with at least 45 credits are *Completers*. Students who leave either prior to earning 45 credits or earn 45 credits with less than a 2.0 GPA are *Leavers* (no award earned). The distinction is important as we consider the “stop-in/stop-out” nature of our students as well as the possible effects of economic conditions.
- Since 2003-04, there has been a 50% increase in the total number of exiting students in professional-technical programs at BC.
- **Chart 1** shows the pattern of *Completers* and *Leavers* in relation to Washington Unemployment Rates for the past seven years. In the years prior to the economic downturn, the percentages of *Completers* outpaced those of *Leavers*. However, once the recession was in full swing, the percentages began to equalize with *Leavers* now slightly exceeding that of *Completers*.



Class of 2009-10 At a Glance

- Median age: 35.7
- 59% Female
- 31% persons of color
- 30% had a 4-year degree
- 40% employed while enrolled
- 51% lived in BC's service area
- 72% employed after leaving
- Median hourly wage: \$18.46

Next Steps

The state data lack information tying employment to field of study. Such information is essential for developing and maintaining programs that are relevant for our workforce. Efforts to gather this information locally may be an option worth consideration.

Report by: Patty James, Director, Planning and Effectiveness
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Special recognition for Cora Nixon, Research Analyst, who prepares the annual *Professional-technical Follow-up Report*.

CANVAS IMPLEMENTATION

Key Points

- Bellevue College relies on a Learning Management System (LMS) to deliver on-line and electronically-enhanced classes and content in its instructional programs. For several years, our LMS has been Blackboard Vista. Our contract with the vendor for this product expires at the end of this calendar year, and the vendor is discontinuing the product.
- Following faculty and staff review of several options, the college successfully negotiated a contract with a new vendor to replace our current LMS with a new product called **Canvas**. More information about our new LMS can be found at the vendor's website <http://www.instructure.com/>
- We are currently in the process of finalizing migration and implementation planning, so that the transition will be completed by the end of 2012. Included in this work are plans for a summer pilot and training/development in multiple modalities for faculty and students.
- After a formal RFP process, the State Board for Community and Technical Colleges (SBCTC) also selected **Canvas** as the new learning management system (LMS) for the statewide WAOL courses. This will mark the first time that Bellevue and WAOL will be using the same LMS platform, which will open opportunities for us to increase participation with SBCTC training and support, and make BC classes more attractive to students across the state.
- Why Canvas?
 - Instruction is excited about this product for the following reasons:
 - Easy for faculty and students to learn and use
 - Increased options for communication among users
 - Guides course development in a way that is based on good pedagogy
 - Format drives continuity of design across courses to the benefit of students
 - Increased options for extracting analytics and embedded learning objectives
 - SBCTC cites the following attributes:
 - First choice of faculty testers
 - Highest score on technical responses
 - Highest score on vendor references
 - Hosts in the cloud
 - Great use of mobile and social media
- The new LMS will ultimately be available to support students in ALL classes offered at the college, including every on-line, hybrid or mixed-mode, and face-to-face class.
- This system will contribute significantly to our goal of maintaining the highest standards for instructional delivery and student learning across all delivery modalities available to Bellevue College students.
- We are moving successfully through this major undertaking thanks to the collaborative efforts of many willing and dedicated BC staff, faculty, and administrative employees in all units of the college.

Next Steps

- A staged implementation is planned with distinct faculty groups based on modality of class
- A faculty cohort group will be trained, they will then train other faculty; self-paced on-line training will also be available
- Timeline is as follows:
 - Summer – intensive pilot; training and sites for Fall fully online instructors only, including a basic training webinar with instructions to successfully migrate BlackBoard/Vista content to Canvas.
 - Fall – Fully online courses on Canvas. Training and sites for hybrid courses continues
 - Winter – Hybrid courses on Canvas. Training and sites for all others begins.
 - Spring –All on Canvas

Report by: Tom Nielsen, Vice President for Instruction

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May 2012



WORKFORCE & ECONOMIC DEVELOPMENT

PROJECT SUCCEED - CENTER FOR CAREER CONNECTIONS

Key Points

In late 2010, Microsoft launched the Elevate America Veterans Initiative to help our country's veterans and their spouses acquire the skills and resources that they need to be successful in today's workplace. Out of over 100 applicants, Bellevue College was one of six organizations nationally, and the only college, to be awarded a grant. Project Succeed's goal is to help veterans and their spouses with a wide array of employment and training services.

Our primary goal as a project is to meet the transition needs of veterans and spouses for diverse services related to career pathway planning, job-search readiness, and resource identification.

2011 Outcomes for Project Succeed:

- 359 veterans were served.
- 75 veterans and spouses found jobs and internships, surpassing grant goals by 50%!
- 249 veterans upgraded skills in computer-related classes, completing 434 technical courses.
- 115 veterans and spouses achieved job-readiness.
- Participants made 824 duplicated visits to the center

22% were for assessment/career planning
34% were for job-search readiness activities
21% were for internship exploration

10% were for work-study positions
9% were for scholarship information
4% were for community resource identification

2012 Outcomes for Project Succeed

In four months:

- 50 veterans were served.
- 34 veterans and spouses found jobs or internships, ahead of increased grant targets for 2012.
- Project Succeed held two "Summer Jobs for Veterans" events in April.
 - 45 student veterans attended these events, meeting with 10 different employers.
 - Several veterans have already been offered jobs as a result of the events.
- Project Succeed program is now a gathering place for veterans, with weekly events called "Gedunk Mondays" to promote a supportive community on campus.
- Project Succeed works on issues of importance to veterans on campus, including Credit for Prior Learning and Priority Registration for Veterans.

Next steps

- Continue to meet the transition needs of veterans for career-related services.
- Continue to build a veterans' community, and build campus awareness of issues facing veterans.
- Participate in building new campus programs supporting veterans.
- **Find funding to continue this important work after grant funding ends in December, 2012.**

Report by: Paula Boyum, Vice-President for Workforce Development
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STUDENT SERVICES

STUDENT PROGRAMS AND FOOD SERVICES

HOT SOUP PROGRAM FOR BC STUDENTS

In recognition of the financial difficulty that many of Bellevue College students face and that nutrition and academic success are closely related, Student Programs and Food Services have partnered in an effort to supply a vegetarian soup twice a week to our students. The soup is served from Student Programs to anyone, no questions asked.

Key Points

- This is a no questions asked opportunity for our students to enjoy a bowl of hot soup during the lunch hour.
- The gathering students will create an opportunity for Student Programs, Multicultural Services, Academic Success Center and other student success programs to close the social distance between them and the college.
- Food Services is working with BC coffee vendors to help create a sustainable business model. The coffee vendor is contributing fifty cents from every bag of coffee sold. This will help fund this program.
- Students are also contributing to this through the S & A process.
- Approximately 120 cups of soup are served per week.

Outcomes

The college will be:

- More aware of the hunger needs of students
- Able to engage more students and encourage them to join an academic success program
- Able to create a welcoming environment where students are not questioned about their needs

Students will:

- Know where they can get some nutrition
- Be less hungry
- Be less embarrassed about the economic situation that they may be in

Next Steps

- Determine if this is a sustainable model
- Develop appropriate assessment tools for impact on students and programs.

Report by: Tom Pritchard, Vice President of Student Services
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BELLEVUE COLLEGE FOUNDATION



UPDATE REPORT

Key Points

FOUNDATION REVENUE REPORT: (as of 4/30/2012)

Year Goal: \$1,100,000
Total Raised to Date: \$625,473
Left to Goal: \$487,926
Percent of Goal: 57%

LUNCHEON:

Over 700 guests attended and \$278,000 was raised for programs and students at Bellevue College. The speakers were excellent and included: Bill Kent, BCF President, Laura Saunders, BCF Board members Cyrus Habib & Rob McKenna were the dynamic duo for the ask. Keynote Ronan Farrow was incredible. A few guest comments included:

"What another great BC Luncheon!"

"Thanks to you and your team for a job well done. You guys really pulled it off. Nice work!"

"Congratulations on a great event! The students were inspiring. Ronan was amazing!"

Thank you to the thirty-three Angel Donors who challenged the audience to give gifts of \$500 or more. Every member of the Board of Trustees signed up to be an Angel Donor. Ninety-five donors gave a \$500 or more.

SCHOLARSHIPS:

The next round of scholarships will open this spring and applicants will now be able to use the STARS system to submit their applications electronically.

SPECIAL EVENTS:

May 16, 2012 – Margin of Excellence Awards Ceremony
2:30pm – 5:00pm in the Carlson Theater
Jazz ensemble Celebration! to perform as well as BC's Drama Department
Come celebrate Bellevue College's Outstanding Faculty and Staff!

The recipients this year are:

Classified Employee Award

Danny Pham, Education Planning
Advising Center

Administrative Exempt Award

Carol T. Grant, Academic Success Center

Part-Time Faculty Award

Chan Beauvais, Information
Systems/IBIT

Full-Time Faculty Award

Nancy Gonlin, Anthropology

Report by: Kara Talbott, Development Director
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FINANCE



FINANCIAL REPORT FOR PERIOD JULY 1, 2011 TO MARCH 31, 2012

Key Points

- Enrollments are lower this fiscal year compared to last; however enrollments are still exceeding campus and state targets.
- Expenditures normally posted to the State Allocation were shifted to local operating in anticipation of additional state reductions but have been increased to fully spend the state allocation by year-end.
- Local operating revenue is at expected levels reflecting a tuition rate increase and enrollment decrease from last fiscal year. The local operating revenues are lower than expenses for this period but will reflect additional spring quarter tuition and spending shifts to state allocations by year-end.
- Combined state and local operating expenses are lower this fiscal year reflecting a lower budget for the fiscal year.
- The Computer Services fund balance is reduced, reflecting previously approved expenditures.
- Food Services shows a mid-year loss. This is in-line with expectations and on track to be positive by year-end.

Background/Supplemental Information

- Cumulative Financial Comparison of Budget versus Actual Revenue and Expenses by Fund
- Quarterly Comparison of FY11, FY12, FS 12 – Budget, Revenue and Expense by Fund

Next Steps

- Financial reports are scrutinized to analyze revenue and expenditure patterns against expectations, to identify emerging trends and their ramifications for future budget planning.

Report by: Ray White, Vice President for Administrative Services
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COMMUNITY COLLEGE DISTRICT VIII
 BELLEVUE COLLEGE
 2011-12 Quarterly Financial Report
 For the Period Ending
 March 31, 2012

COMPARISON OF BUDGETED VS. ACTUAL REVENUE AND EXPENSE BY FUND										
	2011-12 INITIAL BUDGET	CUMULATIVE BUDGET REVISIONS	2011-12 REVISED BUDGET	PERIOD ENDING				JUN 2012 CUMULATIVE ACTUAL REVENUE & EXPENSE	2011-12 DIFFERENCE ACTUAL LESS BUDGET	2011-12 YTD % BUDGET
				SEP 2011 CUMULATIVE ACTUAL REVENUE & EXPENSE	DEC 2011 CUMULATIVE ACTUAL REVENUE & EXPENSE	MAR 2012 CUMULATIVE ACTUAL REVENUE & EXPENSE				
OPERATING FUND:										
STATE ALLOCATION										
ALLOCATION	25,565,207	976,570	26,541,777		10,311,438	17,061,254			-9,480,523	64.28%
EXPENSE	25,565,207	976,570	26,541,777		10,311,438	17,061,254			-9,480,523	64.28%
TOTAL STATE ALLOCATION	25,565,207	976,570	26,541,777	0	0	0	0	0	0	
LOCAL OPERATING										
REVENUE	20,235,500	-1,725	20,233,775		16,237,316	19,426,821			-806,954	96.01%
OPENING ENTRIES (Budgeted)	618,021	0	618,021			522,711				
EXPENSE	20,853,521	-1,725	20,851,796		12,702,694	19,949,532			-902,264	95.67%
TOTAL LOCAL OPERATING	20,853,521	-1,725	20,851,796	0	3,534,622	0	0	0	0	
DEDICATED LOCAL FUND										
REVENUE	13,961,684	698,023	14,659,707		10,258,527	18,743,123			4,083,416	127.85%
EXPENSE	13,961,684	698,023	14,659,707		5,504,252	7,962,296			-6,697,411	54.31%
TOTAL DEDICATED LOCAL FUND	13,961,684	698,023	14,659,707	0	4,754,275	10,780,827	0	0	0	
GRANTS & CONTRACTS										
REVENUE	13,671,347	7,994,059	21,665,406		8,771,096	15,491,589			-6,173,817	71.50%
EXPENSE	13,671,347	7,994,059	21,665,406		5,343,823	8,230,129			-13,435,277	37.99%
TOTAL GRANTS & CONTRACTS	13,671,347	7,994,059	21,665,406	0	3,427,273	7,261,460	0	0	0	
TOTAL OPERATING FUNDS:	74,051,759	9,666,927	83,718,686	0	11,716,170	18,042,287	0	0	0	
PROPRIETARY FUNDS:										
STORES FUND										
REVENUE	350,000	0	350,000		157,026	233,665			-116,335	66.76%
EXPENSE	350,000	0	350,000		145,280	197,069			-152,931	56.31%
TOTAL STORES FUND	350,000	0	350,000	0	11,746	36,596	0	0	0	
COMPUTER SERVICE FUND										
REVENUE	410,000	0	410,000		404,835	407,704			-2,296	99.44%
EXPENSE	410,000	0	410,000		404,536	446,200			36,200	108.83%
TOTAL COMPUTER SERVICE FUND	410,000	0	410,000	0	299	-38,496	0	0	0	
PRINTING FUND										
REVENUE	1,058,747	0	1,058,747		448,470	691,651			-367,096	65.33%
EXPENSE	1,058,747	0	1,058,747		455,374	673,957			-384,790	63.66%
TOTAL PRINTING FUND	1,058,747	0	1,058,747	0	-6,904	17,694	0	0	0	

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	2011-12 INITIAL BUDGET	CUMMULATIVE BUDGET REVISIONS	2011-12 REVISED BUDGET	PERIOD ENDING				2011-12 DIFFERENCE ACTUAL LESS BUDGET	2011-12 YTD % BUDGET
				SEP 2011 CUMULATIVE ACTUAL REVENUE & EXPENSE	DEC 2011 CUMULATIVE ACTUAL REVENUE & EXPENSE	MAR 2012 CUMULATIVE ACTUAL REVENUE & EXPENSE	JUN 2012 CUMULATIVE ACTUAL REVENUE & EXPENSE		
MOTOR POOL									
REVENUE	16,000	0	16,000	2,920	2,920	12,083		-3,917	75.52%
EXPENSE	16,000	0	16,000	2,920	3,772	11,310		-4,690	70.69%
TOTAL MOTOR POOL	16,000	0	16,000	0	-852	773	0		
ASSOCIATED STUDENTS									
REVENUE	2,578,159	29,193	2,607,352	1,264,460	2,058,069	2,610,638		3,286	100.13%
EXPENSE	2,578,159	29,193	2,607,352	295,652	752,312	1,287,989		-1,319,363	49.40%
TOTAL ASSOCIATED STUDENTS	2,578,159	29,193	2,607,352	968,808	1,305,757	1,322,649	0		
BOOKSTORE									
REVENUE	4,746,110	0	4,746,110	1,620,606	2,179,321	3,498,406		-1,247,704	73.71%
EXPENSE	4,425,460	0	4,425,460	1,862,478	2,591,123	3,433,048		-992,412	77.57%
TOTAL BOOKSTORE	4,746,110	0	4,746,110	-241,872	-411,802	65,358	0		
PARKING									
REVENUE	2,053,297	56,016	2,109,313	1,178,817	1,595,292	2,851,455		742,142	135.18%
EXPENSE	2,053,297	56,016	2,109,313	189,897	1,090,705	1,311,332		-797,981	62.17%
TOTAL PARKING	2,053,297	56,016	2,109,313	988,920	504,587	1,540,123	0		
FOOD SERVICES									
REVENUE	1,476,576	0	1,476,576	212,289	669,594	1,153,156		-323,420	78.10%
EXPENSE	1,476,576	0	1,476,576	307,113	707,243	1,216,269		-260,307	82.37%
TOTAL FOOD SERVICES	1,476,576	0	1,476,576	-94,824	-37,649	-63,113	0		
OTHER AUXILIARY ENTERPRISES									
REVENUE	3,299,126	15,187	3,314,313	964,871	1,747,886	2,580,677		-733,636	77.86%
EXPENSE	3,299,126	15,187	3,314,313	784,016	1,557,578	2,347,477		-966,836	70.83%
OTHER AUXILIARY ENTERPRISES	3,299,126	15,187	3,314,313	180,855	190,308	233,200	0		
TOTAL PROPRIETARY FUNDS:	15,988,015	100,396	16,088,411	2,203,846	1,555,490	3,114,784	0		
FIDUCIARY FUNDS:									
GRANTS IN AID									
REVENUE	9,205,800	0	9,205,800	1,670,160	4,814,640	10,318,143		1,112,343	112.08%
EXPENSE	9,205,800	0	9,205,800	3,096,263	7,451,601	11,996,304		2,790,504	130.31%
TOTAL GRANTS IN AID	9,205,800	0	9,205,800	-1,426,103	-2,636,961	-1,678,161	0		
STUDENT LOAN									
REVENUE	7,000,000	0	7,000,000	1,703,248	2,905,257	6,194,250		-805,750	88.49%
EXPENSE	7,000,000	0	7,000,000	1,911,357	5,420,381	8,897,492		1,897,492	127.11%
TOTAL STUDENT LOAN	7,000,000	0	7,000,000	-208,109	-2,515,124	-2,703,242	0		
FINANCIAL AID FUND									
REVENUE	800,000	0	800,000	510,274	741,740	884,038		84,038	110.50%
EXPENSE	800,000	0	800,000	214,567	478,327	727,286		-72,714	90.91%
TOTAL FINANCIAL AID FUND	800,000	0	800,000	295,707	263,413	156,752	0		

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QUARTERLY COMPARISON OF FY 10, FY 11, FY 12 - BUDGET, REVENUE, AND EXPENSE BY FUND									
	FY 10	FY 11	FY 12	FY 10 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	FY 11 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	FY 12 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	2009-10 ACT/BDGT & BDGT/BDGT TOTAL	2010-11 ACT/BDGT & BDGT/BDGT TOTAL	2011-12 ACT/BDGT & BDGT/BDGT TOTAL
OPERATING FUND:									
STATE ALLOCATION									
ALLOCATION	32,219,317	31,222,991	26,541,777	24,840,830	25,953,501	17,061,278	77.10%	83.12%	64.28%
EXPENSE	32,219,317	31,222,991	26,541,777	24,840,830	25,953,501	17,061,278	77.10%	83.12%	64.28%
TOTAL STATE ALLOCATION	32,219,317	31,222,991	26,541,777	0	0	0	28.4%	25.0%	22.7%
LOCAL OPERATING									
REVENUE	18,251,211	18,485,289	20,851,796	21,394,992	17,945,188	19,949,532	117.23%	97.08%	95.67%
EXPENSE	18,251,211	18,485,289	20,851,796	13,827,969	13,593,572	19,949,532	75.76%	73.54%	95.67%
TOTAL LOCAL OPERATING	18,251,211	18,485,289	20,851,796	7,567,023	4,351,616	0	16.1%	14.8%	17.9%
DEDICATED LOCAL FUND									
REVENUE	14,255,147	14,614,980	14,659,707	10,364,939	18,829,248	18,743,123	72.71%	128.84%	127.85%
EXPENSE	14,255,147	14,614,980	14,659,707	7,049,546	7,423,591	7,962,296	49.45%	50.79%	54.31%
TOTAL DEDICATED LOCAL FUND	14,255,147	14,614,980	14,659,707	3,315,393	11,405,657	10,780,827	12.6%	11.7%	12.5%
GRANTS & CONTRACTS									
REVENUE	18,168,940	23,008,845	21,665,406	11,649,809	13,643,720	15,491,589	64.12%	59.30%	71.50%
EXPENSE	18,168,940	23,008,845	21,665,406	5,963,948	7,288,003	8,230,129	32.82%	31.67%	37.99%
TOTAL GRANTS & CONTRACTS	18,168,940	23,008,845	21,665,406	5,685,861	6,355,717	7,261,460	16.0%	18.4%	18.5%
TOTAL OPERATING FUNDS:	82,894,615	87,332,105	83,718,686	16,568,277	22,112,990	18,042,287	73.2%	69.9%	71.7%
PROPRIETARY FUNDS:									
STORES FUND									
REVENUE	350,000	350,000	350,000	270,966	264,629	233,665	77.42%	75.61%	66.76%
EXPENSE	350,000	350,000	350,000	263,127	226,054	197,069	75.18%	64.59%	56.31%
TOTAL STORES FUND	350,000	350,000	350,000	7,839	38,575	36,596	0.3%	0.3%	0.3%
COMPUTER SERVICE FUND									
REVENUE	1,125,372	1,217,246	410,000	393,307	326,011	407,704	34.95%	26.78%	99.44%
EXPENSE	1,125,372	1,217,246	410,000	383,270	58,998	446,200	34.06%	4.85%	108.83%
TOTAL COMPUTER SERVICE FUND	1,125,372	1,217,246	410,000	10,037	267,013	-38,496	1.0%	1.0%	0.4%
PRINTING FUND									
REVENUE	1,159,843	1,093,124	1,058,747	809,489	783,010	691,651	69.79%	71.63%	65.33%
EXPENSE	1,159,843	1,093,124	1,058,747	396,990	726,775	673,957	34.23%	66.49%	63.66%

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	FY 10 BUDGET	FY 11 BUDGET	FY 12 BUDGET	FY 10 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	FY 11 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	FY 12 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	2009-10 ACT/BDGT & BDGT/BDGT TOTAL	2010-11 ACT/BDGT & BDGT/BDGT TOTAL	2011-12 ACT/BDGT & BDGT/BDGT TOTAL
TOTAL PRINTING FUND	1,159,843	1,093,124	1,058,747	412,499	56,235	17,694	1.0%	0.9%	0.9%
MOTOR POOL									
REVENUE	16,000	16,000	16,000	7,388	8,906	12,083	46.18%	55.66%	75.52%
EXPENSE	16,000	16,000	16,000	7,537	8,471	11,310	47.11%	52.94%	70.69%
TOTAL MOTOR POOL	16,000	16,000	16,000	-149	435	773	0.01%	0.01%	0.01%
ASSOCIATED STUDENTS									
REVENUE	2,299,291	2,723,862	2,607,352	2,857,640	2,449,542	2,610,638	124.28%	89.93%	100.13%
EXPENSE	2,299,291	2,723,862	2,607,352	1,266,024	1,325,733	1,287,989	55.06%	48.67%	49.40%
TOTAL ASSOCIATED STUDENTS	2,299,291	2,723,862	2,607,352	1,591,616	1,123,809	1,322,649	2.0%	2.2%	2.2%
BOOKSTORE									
REVENUE	5,288,005	5,316,155	4,746,110	4,559,520	4,304,799	3,498,406	86.22%	80.98%	73.71%
EXPENSE	4,604,838	4,649,539	4,425,460	4,141,976	4,116,944	3,433,048	89.95%	88.55%	77.57%
TOTAL BOOKSTORE	5,288,005	5,316,155	4,746,110	417,544	187,855	65,358	4.7%	4.3%	4.1%
PARKING									
REVENUE	1,749,441	1,886,920	2,109,313	1,854,887	2,077,540	2,851,455	106.03%	110.10%	135.18%
EXPENSE	1,749,441	1,886,920	2,109,313	887,988	940,960	1,311,332	50.76%	49.87%	62.17%
TOTAL PARKING	1,749,441	1,886,920	2,109,313	966,899	1,136,580	1,540,123	1.5%	1.5%	1.8%
FOOD SERVICES									
REVENUE	1,490,182	1,404,362	1,476,576	1,198,701	1,196,298	1,153,156	80.44%	85.18%	78.10%
EXPENSE	1,490,182	1,404,362	1,476,576	1,270,573	1,240,383	1,216,269	85.26%	88.32%	82.37%
TOTAL FOOD SERVICES	1,490,182	1,404,362	1,476,576	-71,872	-44,085	-63,113	1.3%	1.1%	1.3%
OTHER AUXILIARY ENTERPRISES									
REVENUE	3,212,643	3,268,826	3,314,313	2,888,886	2,687,683	2,580,677	89.92%	82.22%	77.86%
EXPENSE	3,212,643	3,268,826	3,314,313	2,428,534	2,729,506	2,347,477	75.59%	83.50%	70.83%
OTHER AUXILIARY ENTERPRISES	3,212,643	3,268,826	3,314,313	460,352	-41,823	233,200	2.8%	2.6%	2.8%
TOTAL PROPRIETARY FUNDS:	16,690,777	17,276,495	16,088,411	3,794,765	2,724,594	3,114,784	14.7%	13.8%	13.8%
FIDUCIARY FUNDS:									
GRANTS IN AID									
REVENUE	6,048,800	9,060,800	9,205,800	6,866,358	9,162,953	10,318,143	113.52%	101.13%	112.08%
EXPENSE	6,048,800	9,060,800	9,205,800	8,111,642	10,846,761	11,996,304	134.10%	119.71%	130.31%
TOTAL GRANTS IN AID	6,048,800	9,060,800	9,205,800	-1,245,284	-1,683,808	-1,678,161	5.3%	7.3%	7.9%

COMMUNITY COLLEGE DISTRICT VIII
 BELLEVUE COLLEGE
 2011-12 Quarterly Financial Report
 Three Year Comparison
 For the Period Ending March 31, 2012

	FY 10	FY 11	FY 12	FY 10 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	FY 11 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	FY 12 - MAR CUMULATIVE ACTUAL REVENUE & EXPENSE	2009-10 ACT/BDGT & BDGT/BDGT TOTAL	2010-11 ACT/BDGT & BDGT/BDGT TOTAL	2011-12 ACT/BDGT & BDGT/BDGT TOTAL
STUDENT LOAN									
REVENUE	6,900,000	10,400,000	7,000,000	4,531,082	5,952,804	6,194,250	65.67%	57.24%	88.49%
EXPENSE	6,900,000	10,400,000	7,000,000	4,426,973	7,842,962	8,897,492	64.16%	75.41%	127.11%
TOTAL STUDENT LOAN	6,900,000	10,400,000	7,000,000	104,109	-1,890,158	-2,703,242	6.1%	8.3%	6.0%
FINANCIAL AID FUND									
REVENUE	750,000	800,000	800,000	954,673	800,997	884,038	127.29%	100.12%	110.50%
EXPENSE	750,000	800,000	800,000	698,756	805,205	727,286	93.17%	100.65%	90.91%
TOTAL FINANCIAL AID FUND	750,000	800,000	800,000	255,917	-4,208	156,752	0.7%	0.6%	0.7%
AGENCY									
REVENUE	0	0	0	1,359,639	1,597,772	1,766,761	n/a	n/a	n/a
EXPENSE	0	0	0	1,118,065	1,268,218	1,499,031	n/a	n/a	n/a
TOTAL AGENCY	0	0	0	241,574	329,554	267,730			
TOTAL ENDOWMENT LOCAL REVENUE	0	0	0	5,972	6,943	3,598	n/a	n/a	n/a
TOTAL FIDUCIARY FUNDS:	13,698,800	20,260,800	17,005,800	-637,712	-3,241,677	-3,953,323	12.1%	16.2%	14.6%
TOTAL ANNUAL REVENUE:	113,284,192	124,869,400	116,812,897	96,809,078	107,991,544	104,451,747	85.5%	86.5%	89.4%
TOTAL ANNUAL EXPENSE:	112,601,025	124,202,784	116,492,247	77,083,748	86,395,637	87,247,999	68.5%	69.6%	74.9%
NET GAIN (LOSS) YEAR TO DATE:				19,725,330	21,595,907	17,203,748			



REGULAR MEETING AGENDA ITEM

2012-13 INTERNATIONAL STUDENT CONTRACT

INFORMATION

FIRST READ

ACTION

Description

In 2008, the State Board for Community and Technical Colleges (SBCTC) provided colleges the option of counting international students as part of the college's state-funded enrollment target or engaging in a contractual relationship with a community entity to offer the program (SBCTC Policy 4.70.30). In addition, if a college chooses the second option, the SBCTC requires that the college's board reaffirm annually that it is continuing this contractual arrangement because the college is unable to accommodate international student programs within the current state funded enrollment target. Bellevue College has opted to offer the program through a contractual arrangement with the Bellevue College Foundation, since the college has been oversubscribed in meeting its state enrollment target in previous years, and intends to continue this option.

Key Questions

- * Does continuing the contractual arrangement for International Programs with the Bellevue College Foundation support the college's mission by supporting its international program?

Analysis

The college continues to be overenrolled and cannot support international student program enrollments within the current state funded enrollment allocations. The existing contractual relationship with the Bellevue College Foundation supports the college's international student program. The contract stipulates the fees and number international student enrollment 2012-13, has been approved by the SBCTC and covers both direct and indirect costs.

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII take action reaffirming the contractual relationship with the Bellevue College Foundation for International Student Programs for FY2012-13 at the June 13, 2012 Board of Trustees meeting.

Prepared by: Ray White, Vice President for Administrative Services
ray.white@bellevuecollege.edu



REGULAR MEETING AGENDA ITEM

2012-2013 PRELIMINARY OPERATING BUDGET PLAN

INFORMATION

FIRST READ

ACTION

Description

In consultation with the Planning Council and President’s Staff, a preliminary balanced budget plan for 2012-13 has been prepared and will be presented for final approval at the Board of Trustees June 13, 2012 meeting. Although the college does not yet have the final distribution of the state allocation, the financial outlook is clear enough to suggest appropriate funding levels for planning purposes.

Key Questions

- * How will allocation changes affect operations at Bellevue College?
- * How will the college plan for this impact and continue to address its core mission?

Analysis

Typical of supplemental budget years, this year’s budget situation can be characterized as having a few moving pieces. The budget plan does incorporate many shifts in our base budget and also reflects three very noteworthy changes in our financial landscape.

First, additional revenues will be realized by implementing the mandated 12% tuition increase. This amount is estimated to be roughly \$1.7 million. Second, there will be a significant savings in overall salaries as the legislated three percent reduction of employee compensation is implemented. Third, while the state budget did not include additional funding reductions, other measures and some carry-forward of past reductions will be manifested in 2012-2013. The net permanent and one-time reductions in the initial state allocation are expected to total just over \$2m.

What’s changed?

Add. Revenue (tuition increase)	\$ 1.7 m
Reduced Expenses (salaries (3%))	\$.8 m
Less: Reduced State Allocation	\$ <2. m>
Net Available for Ongoing Obligations (see below)	\$.5 m

After extensive analysis (including a review of state allocation, expected enrollment levels, revenue estimations, and adjustments to Bellevue’s base budget for escalating obligations), we estimate that \$580k is available to be committed to the ongoing obligations (operating base budget) of the college. A comprehensive and inclusive process has been used to prepare the recommendation for allocating these funds towards needs across campus.

The budget development process includes identifying measures during campus planning activities and several iterative discussions with the College Planning Council and President’s Staff. Also, analysis of the current year shows strong revenues due to the continuing trend of relatively high enrollments.

Background/Supplemental Information

With the above referenced modifications, the proposed balance budget for fiscal year 2012-2013 is presented here.

2012-13 Preliminary Balanced Budget Proposal	
OPERATING REVENUE	
State Allocation	\$24,616,565
Local Operating	<u>\$33,448,872</u>
TOTAL OPERATING REVENUE	\$58,065,437
OPERATING EXPENDITURES	
Salaries and Benefits	\$48,169,392
Other	\$ 8,734,999
One-Time Expenses	<u>\$ 1,161,046</u>
TOTAL OPERATING EXPENDITURES	\$58,065,437

The following table shows the recommended allocation of available ongoing funds (\$584k) to specific measures across campus. These will become part of the college’s base budget / ongoing obligations.

2012-13 Operating Budget - Ongoing Obligations	
<u>Description</u>	<u>Amount</u>
Records Request Permanent PT Staff Position	\$ 38,615
Internal Set-up & Tear Down	\$ 35,446
PT Nursing Program	\$ 35,000
Developer Position	\$ 80,000
Transitions Officer	\$ 70,000
Asst. Deans in 5 Divisions	\$115,350
Institutional Memberships	\$ 25,000
DRC-Program Asst. Afternoon/Evenings	\$ 40,460
Autism Spectrum Navigators Program	\$ 57,900
Academic Advisor	\$ 16,106
Credentials Evaluator	\$ 55,250
<u>Grant Office operating budget</u>	<u>\$ 15,000</u>
TOTAL ON-GOING OBLIGATIONS 12-13	\$584,127

In addition to the ongoing changes, this budget proposal also recommends that \$1,161k be included in the operating budget to fund one-time expense items.

This table shows the recommended distribution of one-time funds (\$1,161k) to address our most critical needs across campus. Funding authorization for these measures will sunset with the end of the fiscal year, June 30, 2013.

2012-13 Operating Budget – One-Time Funding	
<u>Description</u>	<u>Amount</u>
EZ GO Carts (2)	\$ 24,000
Boom Lift	\$ 12,000
Handheld Tablets - Maintenance	\$ 7,000
Hand-Held Scanner/Asset & Inventory	\$ 14,388
Uniforms for Ops Personnel	\$ 16,500
Develop RN Baccalaureate degree FY 13,FY14	\$ 10,845
Reaccreditation JRDDMS	\$ 7,000
Student Populations VP training	\$ 5,000
PT WEB Designer	\$ 40,000
Server Capitalization	\$100,000
Computer replacement budget	\$100,000
Centralized Data Storage	\$ 50,000
PT Developer	\$ 40,000
Television Services & KBCS	\$ 31,200
Foundation Business Manager	\$ 14,000
Faculty Robes	\$ 5,000
Faculty Commons	\$125,000
Accreditation Support	\$ 45,000
Learning Management System	\$ 65,000
State Authorization DE	\$ 50,000
Data Visualization Position	\$ 87,000
PT Faculty Orientation	\$ 6,000
Sabbaticals	\$ 43,704
Curriculum Management Tool	\$ 7,000
State Authorization DE	\$ 50,000
Research Database hourly employee	\$ 45,000
Prerequisite Check System hourly	\$ 20,000
Switchboard coverage hourly	\$ 36,300
Counseling Faculty Program Chair	\$ 13,000
K-12 Initiative and Center	\$ 54,096
<u>Sustain Veterans Support Programs</u>	<u>\$ 37,013</u>
TOTAL OPERATING ONE-TIME	\$1,161,046

Recommendation/Outcomes

It is recommended that the Board of Trustees of Community College District VIII support the college’s budget planning process for fiscal period 2012-2013.

Prepared by: Ray White, Vice President of Administrative Services
 ray.white@bellevuecollege.edu



REGULAR MEETING AGENDA ITEM

SERVICES AND ACTIVITIES FEE BUDGET

INFORMATION

FIRST READ

ACTION

Description

In RCW 28B.15.044 the State of Washington grants authority to the Board of Trustees to approve the Associated Student Government's Services and Activities (S & A) Budget. Further, it requires students to advance a budgetary recommendation for consideration by the Board of Trustees.

The S & A Budget is developed by a committee, comprised of four students, one administrator, one classified staff and a faculty representative. This year's committee members are (asterisks denote voting members):

Takhmina Dhzuraeva* - ASG VP of Finance (Chair)

Giulia Balzola* - Student at Large

David Avila* - Student at Large

Brandon Anderson* - ASG President

Jennifer Strother* - Administrative Services

James Torrence* - Faculty

Pamela Badger* - Classified Staff

Faisal Jaswal – Assistant Dean Student Programs

The committee completed its deliberations and has prepared a recommendation for the 2012-2013 year that will be presented for final action at the June Board of Trustees meeting. Please find attached the approved S & A budget that was approved by the committee for your review.

Key Questions

- * Is the services and activities fee budget proposal equitable and does it address the needs of student funded programs?
- * How does the services and activities fee budget plan reflect a sustainable balanced budget?
- * What are some key considerations/strategies to maintain the growth and continued integrity of the services and activities budget and the programs it supports?

Background/Supplemental Information

2012-13 ASG Services and Activities Fee Budget

Services and Activities Allocations

Prepared by: Tom Pritchard, Vice President of Student Services
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ASG SERVICES AND ACTIVITIES PROGRAM

2012-13 FUNDING: ALL SOURCES

ALLOCATION:

2011-12 Budgeted	1,692,021
Proposed Increases	164,979
<hr/>	
Proposed Allocation - 2012-2013 <i>(attached)</i>	\$ 1,857,000

OTHER:

Student Programs Remodel Budget Allocation	77,064
ASG Reserve Budget Allocation	118,800
One-Time Grant Budget Allocation	-
Program Income	262,691
Program Fund Balances <i>(projected)</i>	177,958
Radiology BAS	15,000
	<hr/>

TOTAL AVAILABLE FUNDS **\$ 2,508,513**

2012-13 S&A FUNDING REQUEST SUMMARY

PROGRAM	Budget Number	2011-12 Allocation	\$ Increase	% Increase	2012-13 Allocation
ASG	1900	169,751	5,028	3.0%	174,779
STUDENT LEGISLATIVE COMMITTEE	1901	28,968	-	0.0%	28,968
CAMPUS ACTIVITIES BOARD	1902	56,000	4,000	7.1%	60,000
CULTURAL ACTIVITIES FUND	1903	13,000	-	0.0%	13,000
SERVICE LEARNING	1905	-	-	-	-
STUDENT PROGRAMS SUPPORT	1906	193,335	55,875	28.9%	249,210
SUMMER THEATER	1907	2,000	500	25.0%	2,500
PHI THETA KAPPA	1909	16,250	-	0.0%	16,250
ASBCC CLUB CONTINGENCY	1910	15,000	-	0.0%	15,000
RADIATION AND IMAGING (BAS)	1911	-	-	-	-
MULTICULTURAL FESTIVAL	1912	-	-	-	-
INTERNATIONAL STUDENT ASSOC.	1913	8,000	-	0.0%	8,000
FIRST YEAR EXPERIENCE	1914	-	-	-	-
LGBTQ	1915	11,500	500	4.3%	12,000
STUDENT BUSINESS CENTER	1916	30,900	-	0.0%	30,900
BSU	1917	8,900	3,100	34.8%	12,000
STUDENT SCIENCE ASSOCIATION	1918	3,000	-	0.0%	3,000
EL CENTRO LATINIO	1919	6,000	6,000	100.0%	12,000
	1920	15,000	5,000	33.3%	20,000
MCS CULTURAL FUND	1921	27,800	-	0.0%	27,800
INTERCOLLEGIATE RENTALS	1923	11,000	-	0.0%	11,000
ALUMNI OUTREACH	1924	500	-	0.0%	500
LEADERSHIP WORK GRANTS	1925	27,000	3,500	13.0%	30,500
STUDENT PROGRAMS HOMEPAGE	1926	7,500	2,413	32.2%	9,913
BCAVETS	1927	4,500	-	0.0%	4,500
LIBRARY GALLERY SPACE	1928	6,500	-	0.0%	6,500
SPEECH & DEBATE SOCIETY	1929	8,500	8,000	94.1%	16,500
INTERCOLLEGIATE TOURNEY TRAVEL	1930	16,000	1,000	6.3%	17,000
DISABILITY SUPPORT SERVICES	1931	21,750	1,000	4.6%	22,750
MATH LAB	1932	50,180	-	0.0%	50,180
READING LAB / WRITING LAB	1933	36,192	-	0.0%	36,192
BCC STUDENT HANDBOOK	1936	19,879	-	0.0%	19,879
MUSICAL PRODUCTIONS CHORAL	1937	73,450	1,800	2.5%	75,250
DIGITAL MEDIA DESIGN	1938	-	4,500	-	4,500
ACADEMIC SUCCESS	1939	54,400	-	0.0%	54,400
JIBSHEET	1940	66,291	500	0.8%	66,791
RADIO STATION KBCS	1941	26,000	-	0.0%	26,000
DRAMA PRODUCTIONS	1943	18,000	1,000	5.6%	19,000
MUSIC PROD-INSTRUMENTAL	1944	34,125	1,100	3.2%	35,225
EASTSIDE DANCE PRODUCTION	1945	10,900	250	2.3%	11,150
CENTER FOR CAREER CONNECTIONS	1947	45,000	1,500	3.3%	46,500
STAGEFRIGHT DRAMA CLUB	1948	9,500	500	5.3%	10,000
INTERCOLLEGIATE ATHLETICS	1962	67,594	-	0.0%	67,594
MEN'S BASKETBALL	1964	9,650	-	0.0%	9,650
MEN'S BASEBALL	1965	8,200	-	0.0%	8,200
MEN'S AND WOMEN'S GOLF	1966	7,500	-	0.0%	7,500
WOMEN'S BASKETBALL	1971	9,650	-	0.0%	9,650
WOMEN'S VOLLEYBALL	1972	7,500	-	0.0%	7,500
WOMEN'S SOFTBALL	1973	9,450	-	0.0%	9,450
MEN'S SOCCER	1974	9,250	-	0.0%	9,250
PERFORMING ARTS COORD.	1975	28,676	420	1.5%	29,096
WELLNESS CENTER	1976	30,900	-	0.0%	30,900
WOMEN'S SOCCER	1977	9,250	-	0.0%	9,250
WOMEN'S TENNIS	1978	3,385	250	7.4%	3,635
PEER-TO-PEER MENTORING	1980	46,575	43,793	94.0%	90,368

2012-13 S&A FUNDING REQUEST SUMMARY

PROGRAM	Budget Number	2011-12 Allocation	\$ Increase	% Increase	2012-13 Allocation
LEADERSHIP INSTITUTE	1981	40,000	-	0.0%	40,000
STUDENT CHILDCARE CTR.	1982	190,000	10,000	5.3%	200,000
INTERIOR DESIGN STU. ASSOC.	1985	9,200	1,200	13.0%	10,400
OPEN HOUSE	1987	12,000	-	0.0%	12,000
AMERICAN SIGN LANGUAGE	1988	2,600	-	0.0%	2,600
CHEER SQUAD	1989	6,000	250	4.2%	6,250
MODEL UNITED NATIONS	1992	28,370	2,000	7.0%	30,370
NURSING STUDENT ASSOCIATION	1993	1,400	-	0.0%	1,400
IAAP (INTRNT'L ASSOC OF ADMIN PROF)	1994	2,300	-	0.0%	2,300
TOTAL		1,692,021	164,979		1,857,000



REGULAR MEETING AGENDA ITEM

2012-13 TUITION AND FEE SCHEDULE

INFORMATION

FIRST READ

ACTION

Description

In order for the college to inform its students as expeditiously as possible about tuition changes for fall quarter, the new tuition and fee schedule is being presented for approval on June 13. The new tuition and fees are planned for approval by the State Board at their May 10, 2012 meeting. This document will provide the board context and information relevant to this upcoming decision.

Key Questions

- * What is the 2012-13 tuition rate schedule for resident and non-resident lower and upper division offerings at Bellevue College?
- * Does the college continue to offer access to tuition aid and waivers for its needy students?

Analysis

The State Board is responsible for adopting operating fees, building fees, the maximum allowable student activity fees for the community colleges, and the tuition for upper division students enrolled in the system's applied baccalaureate programs. On May 10th, the State Board will be asked to adopt 2012-13 tuition rates, effective fall quarter 2012. Changes in tuition and fees must be consistent with the provisions in the operating budget bill and other statutes.

The Washington State Legislature approved a tuition increase of up to 12 percent for community colleges and 12 percent for applied baccalaureate degrees. Based on the anticipated tuition schedule, the State Board would be adopting an average 12 percent increase to tuition rates for resident students by applying a higher rate increase for 11-18 credits resulting in a reduction of the part-time premium. Non-resident tuition is expected to increase by the same dollar amount as resident tuition.

In addition, legislation has granted the Board of Trustees authority to increase lab, class, contract and administrative fees that were previously governed by I-960. We propose not to increase these fees for 2012-13 in recognition of the relatively higher tuition increase both this year and last year.

The college continues to support student tuition and fee aid to make college accessible and affordable. An analysis of tuition aid and waivers for needy students will be presented in the June 13, 2012 board packet.

Colleges will continue to be authorized to charge tuition to Running Start students when the Student's credit load exceeds the level that will be reimbursed by school districts.

Background/Supplemental Information

2012-13 Tuition and Fee Schedule to be provided at the May 16, 2012 Board meeting.

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII endorse the tuition increases anticipated to be approved by the State Board for Community and Technical Colleges. This item will be presented for action on June 13, 2012.

Prepared by: Ray White, Vice President of Administrative Services
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**BELLEVUE
COLLEGE**

REGULAR MEETING AGENDA ITEM

ELECTION OF BOARD CHAIR AND VICE CHAIR

INFORMATION

FIRST READ

ACTION

Description

The terms of the current chair and vice chair end on June 30, 2012. Bellevue College bylaws require that a new chair and vice chair be elected.

Key Questions

- * Who shall serve as Chair and Vice Chair of the Board of Trustees for the 2012-13 academic year?
- * Will the board follow precedent?

Analysis

As per the Bellevue College bylaws for the Board of Trustees (WAC 132H-106-040), the board annually elects from its membership a chair and vice-chair to serve for the ensuing year. The precedent, based on an agreement made by the 2001 Board was that a trustee beginning the last year of his/her term should be elected chair for the ensuing year and that the vice-chair should be the trustee who is in the penultimate year of his/her term. Based upon this agreement, the nominee would be Paul Chiles for the position of chair for 2012-13 and the nominee for vice-chair would be Marie Gunn.

Recommendation/Outcomes

Chair and Vice Chair elections will be presented for action at the June 13, 2012 meeting.

Prepared by: Lisa Corcoran, Executive Asst. to the President and Secretary to the Board of Trustees
lisa.corcoran@bellevuecollege.edu



**BELLEVUE
COLLEGE**

REGULAR MEETING AGENDA ITEM

CONTRACT EXTENSION – CHIEF EXECUTIVE OFFICER, INTERIM PRESIDENT

INFORMATION

FIRST READ

ACTION

Description

The President's contract is typically reviewed for extension each year at this time after an annual evaluation. The current interim president's contract will expire on June 30, 2012.

Key Questions

- * Shall the Board approve an extension of the Chief Executive Officer's contract, extending it beginning July 1, 2012 through December 31, 2012 with the option of monthly renewals through June 30, 2013.
- * Are there any amendments which should be made to the new contract?

Analysis

Since the Presidential Search has been continued into the 2012-13 academic year, a Chief Executive Officer will need to be appointed to facilitate the continued operation of the college.

Recommendation/Outcomes

A renewal of the interim president's contract will be presented for action at the June 13, 2012 meeting.

Prepared by: Lisa Corcoran, Executive Asst. to the President and Secretary to the Board of Trustees
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REGULAR MEETING AGENDA ITEM

STUDENT TRUSTEE POLICY

INFORMATION

FIRST READ

ACTION

Description

This proposal outlines a two part process to select student candidates for Bellevue College Board of Trustees.

Key Questions

- * Does the process meet approval for screening student candidates for the board?
- * What are the dates we want to use as cutoff dates for applications this year?

Background/Supplemental Information

Colleges and universities across the country have all had one main priority – serve their constituents. These constituents do not look the same, believe in the same ideas, are part of the same classes, do not have the same major but all still fall under the same category – student. This group is the pulse, the heartbeat of the school and must be taken into account when decisions about the direction of the institution are made.

There are many ways that students can voice their opinions and desires for their respective institutions. Student government, clubs and classes are just a few ways but sometimes it is not enough. The student voice needs to be brought to the entity of the institution that guides the direction of the university or college. That entity is the Board of Trustees.

Four year institutions in this state have fought for this right because they believed it was essential to the school to have the input from the biggest constituent group. The decisions the Board of Trustees/Regents made affected this group directly, therefore creating the need for the student voice to be heard.

A little more than ten years ago the four-year institutions put before the legislature a bill that would allow the Board of Trustees at the universities of Central, Eastern and Western, the Evergreen State College, as well as the Board of Regents at the University of Washington and Washington State University to add another member to their existing Boards. That member would be a student, creating a ten-member Board of Regents at the state schools and eight-

member Board of Trustees at the regional schools and Evergreen. Following the decade-long success of this initiative, the community and technical colleges believed it was their turn.

Bellevue College put forth the idea five years ago to make it an option for the respective Boards of Trustees at each community and technical college in the state to add that student to their Boards. Through the persistence and hard work of the previous Student Government/Office of Student Legislative Affairs teams over that five year plan, the vision has come to fruition.

Substitute Senate Bill 5217, prime sponsored by Senator Paul Shin, was signed into law by Governor Christine Gregoire this past legislative session. What this bill allows for is for each community and technical college the opportunity of adding a sixth member to their current Board of Trustees. It is not mandatory as it is for the four-year institutions; it is merely an option for these schools to exercise. The student would be added by a majority vote of the current Board members (three of the five current members would have to vote in favor of adding a sixth member).

As a member of the Board of Trustees, the student trustee will not only be part of one of the main decision-making entities for Bellevue College, the student trustee will also be bringing the voice of the students to the Board.

The following are the two parts of the application process each applicant will complete. Part Two will be required of candidates that have been screened and chosen by Bellevue College as candidates for the position.

Application Process for Student member of the Board of Trustees:

PART ONE:

To be eligible for this position, applicants must meet the minimum qualifications and must submit a complete application packet which includes the following:*

1. Please attach a resume (no longer than three pages in length maximum).
Please include your relevant experience and activities in:
 - a. Employment/Internship
 - b. Community Service
 - c. Extracurricular Activities
 - d. Leadership Experience
 - e. Examples of Advocacy
2. Please select two to three activities (as listed above) to elaborate upon, one of which highlights your contributions to the BC community. Please provide as much detail as possible, but no more than 2 one-sided pages maximum, double-spaced, 12-point font and 1-inch margins.
3. Cover Letter (personal statement)
4. Please include an unofficial transcript.
5. Academic Plan for the 2012-2013 academic year signed by an advisor.
6. Please include at least two (but no more than three) letters of reference pertaining to volunteer, academic, school or work-related activities (Written on _____, 2012 or later). These letters must be attached to your application. Please include the contact information for these references, as the Committee will conduct reference checks.
7. Availability during the summer for training/availability during the year for Board meetings/availability to connect with Student Government (please see attached calendar of tentative dates)
8. Essay Questions:
Please answer the following questions. Limit your entire response to all four questions, together, to a total of four, double-spaced pages. Please label each page with your name and page number.

1. Please explain your position on each of the following issues, be as specific as you can:
 - a. Cost of attendance, including but not limited to tuition,
 - b. Diversity (school population),
 - c. One additional issue currently pertinent to BC students

2. Please answer the following questions regarding constituent relations.
 - a. How do you envision the relationship between the Student Trustee and the various student groups and constituents?
 - b. How do you envision the role of Student Trustee as it relates to integrating and building community between the two campuses (Main campus and North campus)?
 - c. Given how you've responded in parts (a) and (b), how would you make your decisions as a Trustee?

3. Consider the following scenario and answer the question below:

Given there are often differences of opinion within the student body regarding certain issues, how would you respond to a situation where your opinion is different from the majority of students and you have the ability to influence the administration on that issue?

4. Consider the following scenario and answer the question below:

Imagine you are now a member of the Bellevue College Board of Trustees and the rest of the Board disagrees with you on a particular issue. What would you be your approach to addressing and influencing the Board on this issue?

PART TWO

Upon selection as a finalist, you will be asked to:

1. Fill out the Gubernatorial Application for appointment to Board/Commission
2. Release to perform Background check by Washington State Patrol

* Items that are submitted in addition to those listed above will not be taken into consideration to insure equity.

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves the addition of a sixth voting member, to be a student, as well as the process by which the Student Trustee is selected.

Prepared by: Jake Atwell-Scrivner, Legislative Director, Office of Student Legislative Affairs
oslalegdir@bellevuecollege.edu

Faisal Jaswal, Assistant Dean of Student Programs, Bellevue College
faisal.jaswal@bellevuecollege.edu



**BELLEVUE
COLLEGE**

Become Exceptional

Bellevue College Student Trustee Position on the Board of Trustees

Application

POSITION: Student position on the Board of Trustees

DEPARTMENT: Associated Student Government of the Associated Students of Bellevue College

OPENS: March 2th, 2012

CLOSES: April 5th, 2012

(Print Please)

Student Name _____

Student Number ____ - ____ - ____

Email _____

Phone (____) ____ - ____

Local Address _____

City _____ **State** _____ **Zip Code** _____

(Applications and all required documents must be submitted by 5pm Pacific Standard Time to the Student Programs Office in room C-212.)

MINIMUM QUALIFICATIONS: *Applicants must meet the minimum qualifications at the time of application;*

- a. Must have 24 college level credits with Bellevue College.
- b. Must be at least a part time student at the time of application.
- c. Must have a minimum grade point average of 2.7.
- d. Must be planning to be enrolled at the BC for the 2012-2013 academic years.
- e. Must attend Board of Trustees Meeting once a month from June 2012 to June 2013.
- f. Must be able to attend scheduled meetings of the ASG Board of Directors.

REQUIRED DOCUMENTS TO SUBMIT WITH THE ASG APPLICATION:

To be eligible for this position, applicants must meet the minimum qualifications and must submit a complete application packet which includes the following:*

1. Please attach a resume (no longer than three pages in length maximum). Please include your relevant experience and activities in:
 - a. Employment/Internship
 - b. Community Service
 - c. Extracurricular Activities
 - d. Leadership Experience
 - e. Examples of Advocacy
2. Please select two to three activities (as listed above) to elaborate upon, one of which highlights your contributions to the BC community. Please provide as much detail as possible, but no more than 2 one-sided pages maximum, double-spaced, 12-point font and 1-inch margins. Please include the contact information for these references, as the Committee will conduct reference checks.
3. Please include an unofficial transcript.
4. Please include at least two (but no more than three) letters of reference pertaining to volunteer, academic, school or work-related activities (Written on _____, 2012 or later). These letters must be attached to your application.
5. Availability during the summer for training/availability during the year for Board meetings/availability to connect with Student Government.
6. Class Schedule for the 2012-2013 academic year.
7. Cover Letter.

ESSAY QUESTIONS

Please answer the following questions. Limit your entire response to all four questions, together, to a total of four, double-spaced pages. Please label each page with your name and page number.

1. Please explain your position on each of the following issues, be as specific as you can:
 - a. Cost of attendance, including but not limited to tuition,
 - b. Diversity (school population),
 - c. One additional issue currently pertinent to BC students
2. Please answer the following questions regarding constituent relations.

- a. How do you envision the relationship between the student regent and the various student groups and constituents?
 - b. How do you envision the role of student regent as it relates to integrating and building community between the two campuses (Main campus and North campus)?
 - c. Given how you've responded in parts (a) and (b), how would you make your decisions as a regent?
3. Consider the following scenario and answer the question below:
Given there are often differences of opinion within the student body regarding certain issues, how would you respond to a situation where your opinion is different from the majority of students and you have the ability to influence the administration on that issue?
4. Consider the following scenario and answer the question below:
Imagine you are now a member of the Bellevue College Board of Trustees and the rest of the Board disagrees with you on a particular issue. What would be your approach to addressing and influencing the Board on this issue?

PART TWO

Upon selection as a finalist, you will be asked to:

- 1. Fill out the Gubernatorial Application for appointment to Board/Commission**
- 2. Release to perform Background check by Washington State Patrol**

* Items that are submitted in addition to those listed above will not be taken into consideration to insure equity.

ELECTION COMMITTEE SHALL CONSIST OF:

- Assistant Dean of Student Programs or designee (chair)
- One ASG Executive Board member
- One OSLA representative
- One (1) BC student at large appointed by the Assistant Dean of Student Programs

APPLICATIONS MUST BE SUBMITTED TO:

Student Programs, C212
Bellevue Community College
3000 Landerholm Circle, SE
Bellevue, WA 98007-6484

Student Programs Office Hours: 8:00a.m. - 5:00 p.m., Monday-Friday. Closed weekends and holidays. For information or to request an application send an email to asgchief@bellevuecollege.edu or call 425-564-2339.

COMMUNITY COLLEGE DISTRICT VIII

Community College District VIII

Bellevue College

Bellevue, Washington

RESOLUTION NO. 305

Student Trustee

WHEREAS, the Washington state legislature passed legislation allowing the appointment of student members on the board of trustees of community colleges; and

WHEREAS, the governor of the state of Washington has signed legislation which allows the governor to appoint a sixth trustee; and

WHEREAS, the Bellevue College Associated Student Government Board of Directors has passed a resolution to add the process of selecting the student trustee to the bylaws; and

WHEREAS, the Bellevue College Board of Trustees supports students and their efforts to pursue a stronger student voice in college governance; and

WHEREAS, the Bellevue College Associated Student Government has created a process to identify potential student trustees; and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Bellevue College, Community College District VIII does hereby create a sixth trustee position to be held by a student put forth by the student body and appointed by the Governor.

PASSED, THIS ___ DAY OF _____, 2012.

BOARD OF TRUSTEES

Vicki Orrico, Chair

Paul Chiles, Vice-Chair

Lisa Chin, Trustee

Marie Gunn, Trustee

Steve Miller, Trustee

ATTEST:

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII



REGULAR MEETING AGENDA ITEM

POLICY REGARDING FIRST AMENDMENT ACTIVITIES

INFORMATION

FIRST READ

ACTION

Description

The college has reviewed policy 6120 Use of Community College District VIII Facilities by College Groups and Non-College Groups for First Amendment Activities. Based upon model college policies and a review of Bellevue’s current policy and W.A.C. 132H-142-010-080, it is recommended that the policy and WAC be amended to reflect current best practices. These changes are recommended to ensure that the policy balances the needs and interests of the college to fulfill its mission with the rights of groups and individuals to engage in first amendment activities.

Key Questions

- * What spaces exist that are public forums?
- * What access should be provided to non-college groups and individuals and what restrictions should be applied to the use of campus?
- * What access should be provided to college groups and individuals and what restrictions should be applied?

Analysis

In reviewing the current Bellevue College policy, it is recommended that the policy and W.A.C. be reorganized to reflect a more logical sequence of statements. Additional statements more clearly define the College’s primary purpose and intent of the policy.

The revised policy also brings the policy into alignment with the current practice of the college for location and reporting structure. The revised policy contains stronger trespass language and specifically restricts camping and personal habitation.

The policy has been reviewed and approved by All College Council, President’s Staff, Interim President, and Cheryl Bateman, AAG. The revised W.A.C. is currently in the rule-making process with a public hearing scheduled for June 28th. With the Board’s approval, the policy may be implemented prior to the implementation of the revised W.A.C..

Background/Supplemental Information

W.A.C. 132H-142 – Proposed Amended Chapter

6120 Use of Community College District VIII Facilities By College Groups And On-College Groups For First Amendment Activities

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves the revisions to Policy 6120 Use of Community College District VIII Facilities by College Groups and Non-College Groups for First Amendment Activities and W.A.C. 132H-142 010 through 080.

Prepared by: Ray White, Vice President for Administrative Services
ray.white@bellevuecollege.edu

6120 USE OF COMMUNITY COLLEGE DISTRICT VIII FACILITIES BY COLLEGE GROUPS AND NON-COLLEGE GROUPS FOR FIRST AMENDMENT ACTIVITIES

Original Date: 4/14/2005 * Last Revision Effective: 5/21/2009

Policy Contact: Vice President of Administrative Services

POLICY

Bellevue College is an educational institution provided and maintained by the people of the state of Washington. College facilities are reserved primarily for educational use, including, but not limited to, instruction, research, public assembly of college groups, student activities and other activities directly related to the educational mission of the College. The public character of the college does not grant to individuals an unlimited license to engage in activity which limits, interferes with, or otherwise disrupts the normal activities for and to which the college's buildings, facilities and grounds are dedicated and said buildings, facilities and grounds are not available for unrestricted use by non-college groups. While said buildings, facilities and grounds are not available for unlimited use by college groups, it is recognized that Bellevue College students and employees should be accorded opportunity to utilize the facilities and grounds of the college to the fullest extent possible. The purpose of these time, place and manner regulations is to establish procedures and reasonable controls for the use of college facilities for both non-college and college groups. It is intended to balance the college's responsibility to fulfill its mission as a state educational institution of Washington with the interests of non-college groups or college groups who are interested in using the campus for purposes of constitutionally protected speech, assembly or expression. The college intends to open its facilities to non-college groups to a lesser extent as set forth herein.

First Amendment Activities and Protection of the College Mission

The college recognizes and supports the rights of groups and individuals to engage in first amendment activities. This policy shall be interpreted and construed to support such activities while simultaneously balancing the needs and interests of the college to fulfill its mission as a state educational institution of Washington.

PROCEDURES IMPLEMENTATION

Request For Use of Facilities

Subject to the regulations and requirements of this policy, college or non-college groups may use the campus limited forums for those activities protected by the first amendment. Examples of first amendment activities would include, but not necessarily be limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, mass protests, meetings to display group feelings or sentiments and/or other types of constitutionally protected assemblies to share information, perspective or viewpoints.

Non-college groups that intend to be on campus to engage in first amendment activities (hereinafter "the event") shall provide notice to the campus public safety department no later than forty-eight (48) hours prior to the event along with the following information:

- The name, address and telephone number of the individual, group, entity or organization sponsoring the event (hereinafter "the sponsoring organization"); and
- The name, address and telephone number of a contact person for the sponsoring organization; and
- The date, time and requested location of the event; and
- The nature and purpose of the event; and
- The type of sound amplification devices to be used in connection with the event, if any; and
- The estimated number of people expected to participate in the event.

Signs shall be no larger than three feet by five feet (3' x 5') and no individual may carry more than one sign.

~~If more than thirty (30) people are expected to participate in the event, the event must be held in the southern courtyard, just north of the Carlson Theater.~~

The use of sound amplification devices is limited to the limited public forum area as long as the sound amplification device is used at a volume which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled college event or activity.

College groups are encouraged to notify the ~~campus public safety department~~ student programs office no later than 48 hours in advance of an event. However, unscheduled events are permitted so long as the

event does not interfere with any other function occurring at the facility.

College group events shall not last longer than eight hours from beginning to end. Non-college events shall not last longer than five hours from beginning to end.

There shall be no overnight camping on college facilities or grounds. Camping is defined to include sleeping, carrying on cooking activities, or storing personal belongings, for personal habitation, or the erection of tents or other shelters or structures for the purposes of personal habitation.

Information may be distributed as long as it is not obscene or libelous or does not advocate or incite imminent unlawful conduct. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information. College groups may post information on bulletin boards, kiosks and other display areas designed for that purpose, and may distribute materials throughout the open areas of campus. Non-college groups may distribute materials only at the site designated for non-college groups. To avoid excessive littering of the campus and/or greatly increased work requirements for college physical plant employees, groups are asked to cooperate with the college in limiting the distribution of information leaflets or pamphlets to the limited public forum site.

Speech that does no more than propose a commercial transaction shall not occur in connection with the event.

College facilities may not be used for commercial sales, solicitations, advertising or promotional activities, unless: (a) such activities serve educational purposes of the college; and (b) such activities are under the sponsorship of a college department or office or officially chartered student club.

The limited public forum used by the group should be cleaned up and left in its original condition and may be subject to inspection by a representative of the college after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of extraordinary clean-up or for the repair of damaged property.

All fire, safety, sanitation or special regulations specified for the event are to be obeyed.

The college cannot and will not provide utility connections or hook-ups for purposes of first amendment activities conducted pursuant to this policy.

The event must not obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the college, or to college buildings or facilities, or to college activities or events.

The event must not create safety hazards or pose unreasonable safety risks to college students, employees or invitees to the college.

The event must not interfere with educational activities inside or outside any college building or otherwise prevent the college from fulfilling its mission and achieving its primary purpose of providing an education to its students.

The event must not materially infringe on the rights and privileges of college students, employees or invitees to the college.

The event must also be in accordance with any other applicable college policies and regulations, regulations and policies of Bellevue College, local ordinances and/or state or federal laws.

Additional Requirements For Non-college Groups

The limited public forum may not be used on the same date as any previously scheduled college event or activity at the site (aside from regularly scheduled classes) where it is reasonably anticipated that more than five hundred (500) people will attend the college event or activity.

College buildings, rooms, and athletic fields may be rented by non-college groups in accordance with the college's facilities use policy. Non-college groups may otherwise use college facilities as identified in this policy.

The College designates the following area(s) as the sole limited public forum area(s) for use by non-college groups for First Amendment activities on campus:

Building C courtyard area for groups less than 30
Southern courtyard, just north of Carlson Theater if over 30 participants are expected.

The Role of the President in First Amendment Decisions

The president of the college may authorize first amendment activities which are reasonably determined not to cause disruption of college activities despite a literal violation of this policy statement. Such determinations shall be made without consideration of the content or message of the first amendment activities.

The president of the college or designee may at any time, terminate, cancel or prohibit the event if it is determined, after proper inquiry, that the event does constitute or will constitute a clear and present danger to the college's orderly operation.

Criminal Trespass

Any person determined to be violating these regulations is subject to an order from the college public safety department to leave the college campus. Persons failing to comply with such an order to leave the college campus are subject to arrest for criminal trespass.

Posting of a Bond and Hold Harmless Statement

When using college buildings or athletic fields, an individual or organization may be required to post a bond and/or obtain insurance to protect the college against cost or other liability in accordance with the college's facility use policy.

When the college grants permission to a college group or non-college group to use its facilities it is with the express understanding and condition that the individual or organization assumes full responsibility for any loss or damage.

TRESPASS

Non-college groups who violate these regulations will be advised of the specific nature of the violation, and if they persist in the violation, will be requested by the campus president or designee to leave the college property. Such a request will be deemed to withdraw the license or privilege to enter onto or remain upon any portion of the college facilities of the person or group of persons requested to leave, and subject such individuals to arrest under the provisions of chapter 9A.52 RCW or municipal ordinance.

Members of the college community (students, faculty, and staff) who do not comply with these regulations will be reported to the appropriate college office or agency for action in accord with established college policies.

Persons who violate a district policy or rule may have their license or privilege to be on district property revoked and be ordered to withdraw from and refrain from entering upon any district property. Remaining on or reentering district property after one's license or privilege to be on district property has been revoked shall constitute trespass and such individual shall be subject to arrest for criminal trespass.

~~First Amendment Activities and Protection of the College Mission~~

~~The college recognizes and supports the rights of groups and individuals to engage in first amendment activities. This policy shall be interpreted and construed to support such activities while simultaneously balancing the needs and interests of the college to fulfill its mission as a state educational institution of Washington.~~

DEFINITIONS

For the purposes of this policy non-college groups shall mean individuals, or combinations of individuals, who are not currently enrolled students or current employees of Bellevue College or who are not officially affiliated or associated with a recognized student organization or a recognized employee group of the college.

For purposes of this policy, college groups shall mean individuals who are currently enrolled students or current employees of Bellevue College or who are affiliated with a recognized student organization or a recognized employee group of the college.

College facilities include all buildings, structures, grounds, office space and parking lots.

The College is a limited public forum for non-college groups. The limited public forum does not include college buildings or athletic fields. College buildings, rooms, and athletic fields may be rented in accordance with the college's facilities use policy.

RELEVANT LAWS AND OTHER RESOURCES

- [WAC 132H-142-010-080](#)

REVISION HISTORY

Original 4/14/2005
Revisions 5/21/2009

APPROVED BY

Board of Trustees
President's Staff

AMENDATORY SECTION (Amending WSR 05-07-069, filed 3/14/05, effective 4/14/05)

WAC 132H-142-015 Definitions. For the purposes of this policy noncollege groups shall mean individuals, or combinations of individuals, who are not currently enrolled students or current employees of Bellevue Community College or who are not officially affiliated or associated with a recognized student organization or a recognized employee group of the college.

For purposes of this policy, college groups shall mean individuals who are currently enrolled students or current employees of Bellevue Community College or who are affiliated with a recognized student organization or a recognized employee group of the college.

College facilities include all buildings, structures, grounds, office space and parking lots.

The college is a limited public forum for noncollege groups. The limited public forum does not include college buildings or athletic fields. College buildings, rooms, and athletic fields may be rented in accordance with the college's facilities use policy.

AMENDATORY SECTION (Amending WSR 05-07-069, filed 3/14/05, effective 4/14/05)

WAC 132H-142-020 Statement of purpose. Bellevue Community College District VIII is an educational institution provided and maintained by the people of the state of Washington. College facilities are reserved primarily for educational use including, but not limited to, instruction, research, public assembly of college groups, student activities and other activities directly related to the educational mission of the college. The public character of the college does not grant to individuals an unlimited license to engage in activity which limits, interferes with, or otherwise disrupts the normal activities for and to which the college's buildings, facilities and grounds are dedicated and said buildings, facilities and grounds are not available for unrestricted use by noncollege groups. While said buildings, facilities and grounds are not available for unlimited use by college groups, it is recognized that Bellevue Community College students and employees should be accorded opportunity to utilize the facilities and grounds of the college to the fullest extent possible. The purpose of these time, place and manner regulations is to establish procedures and reasonable controls for the use of

college facilities for both noncollege and college groups. It is intended to balance the college's responsibility to fulfill its mission as a state educational institution of Washington with the interests of noncollege groups or college groups who are interested in using the campus for purposes of constitutionally protected speech, assembly or expression. The college intends to open its facilities to noncollege groups to a lesser extent as set forth herein.

NEW SECTION

WAC 132H-142-025 First amendment activities and protection of the college mission. The college recognizes and supports the rights of groups and individuals to engage in first amendment activities. This policy shall be interpreted and construed to support such activities while simultaneously balancing the needs and interests of the college to fulfill its mission as a state educational institution of Washington.

AMENDATORY SECTION (Amending WSR 05-07-069, filed 3/14/05, effective 4/14/05)

WAC 132H-142-030 Request for use of facilities. Subject to the regulations and requirements of this policy, college or noncollege groups may use the campus limited forums for those activities protected by the first amendment. Examples of first amendment activities would include, but not necessarily be limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, mass protests, meetings to display group feelings or sentiments and/or other types of constitutionally protected assemblies to share information, perspective or viewpoints.

Noncollege groups that intend to be on campus to engage in first amendment activities (hereinafter "the event") shall provide notice to the (~~campus public safety department~~) student programs office no later than forty-eight hours prior to the event along with the following information:

(1) The name, address and telephone number of the individual, group, entity or organization sponsoring the event (hereinafter "the sponsoring organization"); and

(2) The name, address and telephone number of a contact person for the sponsoring organization; and

(3) The date, time and requested location of the event; and

- (4) The nature and purpose of the event; and
- (5) The type of sound amplification devices to be used in connection with the event, if any; and
- (6) The estimated number of people expected to participate in the event.

Signs shall be no larger than three feet by five feet (3' x 5') and no individual may carry more than one sign.

~~((If more than thirty people are expected to participate in the event, the event must be held in the southern courtyard, just north of the Carlson Theater.))~~

The use of sound amplification devices is limited to the limited public forum area as long as the sound amplification device is used at a volume which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled college event or activity.

College groups are encouraged to notify the ~~((campus public safety department))~~ student programs office no later than forty-eight hours in advance of an event. However, unscheduled events are permitted so long as the event does not interfere with any other function occurring at the facility.

College group events shall not last longer than eight hours from beginning to end. Noncollege events shall not last longer than five hours from beginning to end.

There shall be no overnight camping on college facilities or grounds. Camping is defined to include sleeping, carrying on cooking activities, or storing personal belongings for personal habitation, or the erection of tents or other shelters or structures for the purposes of personal habitation.

Information may be distributed as long as it is not obscene or libelous or does not advocate or incite imminent unlawful conduct. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information. College groups may post information on bulletin boards, kiosks and other display areas designed for that purpose, and may distribute materials throughout the open areas of campus. Noncollege groups may distribute materials only at the site designated for noncollege groups. To avoid excessive littering of the campus and/or greatly increased work requirements for college physical plant employees, groups are asked to cooperate with the college in limiting the distribution of information leaflets or pamphlets to the limited public forum site.

Speech that does no more than propose a commercial transaction shall not occur in connection with the event.

College facilities may not be used for commercial sales, solicitations, advertising or promotional activities, unless:

- Such activities serve educational purposes of the college;
- and
- Such activities are under the sponsorship of a college department or office or officially chartered student club.

The limited public forum used by the group should be cleaned up and left in its original condition and may be subject to inspection by a representative of the college after the event. Reasonable charges may be assessed against the sponsoring

organization for the costs of extraordinary clean-up or for the repair of damaged property.

All fire, safety, sanitation or special regulations specified for the event are to be obeyed.

The college cannot and will not provide utility connections or hook-ups for purposes of first amendment activities conducted pursuant to this policy.

The event must not obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the college, or to college buildings or facilities, or to college activities or events.

The event must not create safety hazards or pose unreasonable safety risks to college students, employees or invitees to the college.

The event must not interfere with educational activities inside or outside any college building or otherwise prevent the college from fulfilling its mission and achieving its primary purpose of providing an education to its students.

The event must not materially infringe on the rights and privileges of college students, employees or invitees to the college.

The event must also be in accordance with any other applicable college policies and regulations, regulations and policies of Bellevue Community College, local ordinances and/or state or federal laws.

AMENDATORY SECTION (Amending WSR 05-07-069, filed 3/14/05, effective 4/14/05)

WAC 132H-142-040 Additional requirements for noncollege groups. The limited public forum may not be used on the same date as any previously scheduled college event or activity at the site (aside from regularly scheduled classes) where it is reasonably anticipated that more than five hundred people will attend the college event or activity.

College buildings, rooms, and athletic fields may be rented by noncollege groups in accordance with the college's facilities use policy. Noncollege groups may otherwise use college facilities as identified in this policy.

The college designates the following area(s) as the sole limited public forum area(s) for use by noncollege groups for first amendment activities on campus:

- Building C courtyard area for groups less than thirty; and
- Southern courtyard, just north of Carlson Theater if over thirty participants are expected.

NEW SECTION

WAC 132H-142-075 Trespass. Noncollege groups who violate these regulations will be advised of the specific nature of the violation, and if they persist in the violation, will be requested by the campus president or designee to leave the college property. Such a request will be deemed to withdraw the license or privilege to enter onto or remain upon any portion of the college facilities of the person or group of persons requested to leave, and subject such individuals to arrest under provisions of chapter 9A.52 RCW or municipal ordinance.

Members of the college community (students, faculty, and staff) who do not comply with these regulations will be reported to the appropriate college office or agency for action in accord with established college policies.

Persons who violate a district policy or rule may have their license or privilege to be on district property revoked and be ordered to withdraw from and refrain from entering upon any district property. Remaining on or reentering district property after one's license or privilege to be on district property has been revoked shall constitute trespass and such individual shall be subject to arrest for criminal trespass.

REPEALER

The following section of the Washington Administrative Code is repealed:

WAC 132H-142-080	First amendment activities and protection of the college mission.
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REGULAR MEETING AGENDA ITEM

APPLIED BACCALAUREATE DEGREE PLAN

INFORMATION

FIRST READ

ACTION

Description

In a budget proviso for the 11-13 operating budget the legislature stated that:

(7) Bellevue college is authorized to offer applied baccalaureate degrees in information technology, health care services and management, biotechnology, and preprofessional preparation for medical fields. These degrees shall be directed at high school graduates and transfer-oriented degree and professional and technical degree holders. In fiscal year 2012, Bellevue College will develop a two-year plan for offering these new degrees. The plan will assume funding for these new degrees shall come through redistribution of its current per full-time enrollment funding. The plan shall be delivered to the legislature by June 30, 2012.

Attached is a brief description of each of these degrees, which the Board will be asked to approve at its June meeting.

Key Questions

- * Is sufficient information provided to allow the Board to approve the degrees?
- * Are there further questions that the Board wishes answered before final approval at the June Board meeting?

Analysis

Bellevue College currently has three applied baccalaureate degrees: Radiation and Imaging Sciences, Interior Design, and Healthcare Technology and Management. The Radiation and Imaging Sciences and Interior design degrees have graduated students; Healthcare Technology and Management is admitting the first group of students for fall quarter, 2012.

The four new degrees now in development will add to the range of offerings and build on existing programs to meet the needs of the surrounding community. The college has submitted statements of need to SBCTC in three degree areas: Biological and Environmental Technology; Information and Systems Technology; and RN-B, which is a Bachelor of Science in Nursing degree for nurses with an RN credential and an associate's degree in nursing. The college is also adding a Healthcare Management track to its recently approved Healthcare Technology and Management degree umbrella: this new track does not require a statement of need to SBCTC, as the umbrella degree is already approved. BC will

submit a statement of need for a fourth degree in Data Analytics to SBCTC for consideration at their fall meeting.

Regarding funding for the new baccalaureate degrees, please note that while the legislative proviso states that funding shall come through redistribution of full-time enrollment funding, Bellevue College plans to operate new baccalaureate degrees as self support. Currently, the Interior Design baccalaureate degree is self-support, and the recently approved Healthcare Technology and Management degree will also be self support.

Background/Supplemental Information

Attached are summary statements of need for the new degrees; full statements of need and supporting documentation are available on request.

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII is informed about the applied baccalaureate degrees that are being submitted for preliminary approval to the State Board, and for final approval by the Board of Trustees and the Legislature.

Prepared by: Leslie Heizer Newquist, Director Applied Baccalaureate Development
leslie.newquist@bellevuecollege.edu

Summary of Proposed New Baccalaureate Degrees / Concentration:

- Biological and Environmental Technology – New BAS
- Healthcare Technology and Management –New Concentration in Management
- Information and Systems Technology – New BAS
- RN-Baccalaureate – new BS
- Data Analytics – new BAS

Bachelor of Applied Science in Biological and Environmental Technology

The Degree: Bellevue College is planning to implement a bachelor's of applied science in **Biological and Environmental Technology** to fulfill its legislative mandate in the area of *Biotechnology*. The degree will have two concentrations: one in Biological Science/Technology and the other in Environmental Science/Technology. The college chose these two tracks for based on feedback from local employers and state employment projections. Graduates of both program tracks will have knowledge and skills common to all bench scientists, as well as understanding of the complex regulatory environment surrounding the bio- and environmental sciences; however, their specialization in either biological or environmental science will prepare them for jobs in different settings.

The Jobs: Graduates with a biological focus will be ready to work as entry-level scientists in biotechnological research, pharmaceutical development, and life sciences product development. Graduates of the environmental science track will be prepared to work as laboratory scientists in settings such as the public and private research laboratories; as field and laboratory scientists for private environmental consulting companies; and as project management scientists in a range of settings.

Local and Regional Need: Puget Sound is a center for environmental research and remediation, as well as for life sciences, biomedical research, and biotechnology, and jobs for laboratory scientists are in demand.¹ The college established, through employer interviews and an employer survey, regional demand for laboratory scientists at the baccalaureate level. When employers were asked what level of education and/or experience they look for when hiring an Environmental Scientist, 57% of respondents said that they hire exclusively Bachelor degree or above graduates, and 23% hire significantly more bachelor than associate degree graduates.

¹ <https://fortress.wa.gov/esd/employmentdata/reports-publications/occupational-reports/occupations-in-demand> 04.20.12

Only 4% required a master's or higher degree.² Both public and private employers mentioned that they appreciate the flexibility inherent in hiring a new scientist with a bachelor's degree. Employers noted that a master's degree may be too specialized for the flexibility they expect from their employees, and that a baccalaureate-level employee is more affordable for the employer.³

On April 2, 2012, the city of Seattle introduced legislation to waive the business and operating tax on government research and development funding for life science companies and nonprofits,⁴ noting that life sciences jobs have grown nearly 9 percent in the past several years. Major area employers of laboratory scientists in the bio- and environmental sciences include: Amgen, Dendreon, Fred Hutchinson Cancer Research Center, Golder and Associates, King County Environmental Research Labs, Novo Nordisk, Phillips, Seattle Children's Hospital, and the University of Washington. Many smaller companies and jurisdictions in Puget Sound also employ laboratory scientists. In Eastern Washington, Pacific Northwest National Laboratory (PNNL) in Richland and WSU in Pullman are also large bioscience and environmental science employers.

Start Date: We are currently planning on enrolling the students in the new Biological and Environmental Technology degree in fall quarter, 2013.

² See Appendix A in full statement of need for complete employer survey results

³ Employer interview notes: King County 2.1.12, private contractor 2.1.12; see appendix A for full employer survey results.

⁴ <http://council.seattle.gov/2012/04/02/seattle-city-council-moves-to-strengthen-seattles-life-sciences-industry/>

Bachelor of Applied Science in Healthcare Technology and Management: Management Concentration

The Degree: To fulfill its legislative mandate in the area of *Healthcare Services and Management*, Bellevue College plans to add a Healthcare **Management Concentration** to the recently approved **Healthcare Technology and Management Degree (HCTM)**. Currently, this degree has a Healthcare Information Technology (HIT) concentration. The new Healthcare Management concentration will teach students leadership, a business and administrative functions of healthcare, and a basic understanding of health IT. The concentration will be designed for students with two-year degrees in healthcare-related or business-related fields.

The Jobs: Graduates in this concentration will be qualified as managers and administrators in hospitals, clinics and healthcare centers.

Local and Regional Need: Medical and health services managers are “in demand” regionally in King, Pierce and Snohomish counties, as well as statewide.⁵ Hiring authorities at Swedish Health Services and Overlake Hospital noted a need for baccalaureate level managers in two categories: first, continuing education for current employees who are rising, or have risen, to supervisory roles in units that do not require a baccalaureate degree for entry. For example, a supervisor in a catheterization laboratory may have moved into that role from a position as a technician, but have had no formal education as a manager. Similarly, respiratory therapists, surgical technicians, occupational therapy assistants, physical therapist assistants, and other medical professionals with two-year degrees may wish to move into management roles. In addition to the need for advanced education for current employees, healthcare providers need managers in outpatient clinics, administrative services, and freestanding single-service centers such as dialysis clinics. One hiring authority noted that for these types of roles, a graduate of a four-year management degree who was familiar with healthcare would be a good candidate.

Start Date: Because Healthcare Management is a concentration under an existing approved degree, the college does not need to submit a full proposal to SBCTC. Therefore, we are on a faster track with this degree option, and plan to enroll students in the new Management Concentration in winter quarter, 2013.

⁵ <https://fortress.wa.gov/esd/employmentdata/reports-publications/occupational-reports/occupations-in-demand>

Bachelor of Applied Science in Information Systems and Technology

The Degree: Bellevue College plans to develop a bachelor of applied science degree in Information Systems and Technology (IST) to meet its legislative mandate in *information technology*. The entry-level credential for many information technology jobs is fast becoming a 4-year degree. The Bureau of Labor Statistics considers a bachelor's degree as entry level education for the following IT occupations: computer programmer, computer systems analyst, database administrator, information security analyst, web developer, network architect, systems administrator and software developer.⁶

The Jobs: Graduates of Bellevue College's IST degree will work as systems and network administrators and security specialists, software and application developers, and business and data analysts.

Local and Regional Need: Information technology is an economic driver in Puget Sound, home to Adobe, Amazon, Expedia, Microsoft, T-Mobile, Google and numerous other technology centered or technology-driven companies, many of which have eastside headquarters in the Bellevue/Redmond/Sammamish corridor.

In order to assess in detail regional market need for IT professionals at the bachelor degree level, Bellevue College distributed an online employer survey. The survey received 109 unique responses and indicated a local and regional need for more bachelor level IT professionals.⁷

When asked if they had experienced problems finding IT professionals with the bachelor's degree to fill their employment needs, 68% of question respondents stated that they had experienced problems "frequently" or "sometimes", with 24% of question respondents choosing "frequently".⁸ When asked why they experience difficulty hiring IT professionals, respondents stated the following reasons:

- High competition and a shortage of qualified candidates, especially in the Puget Sound area;
- Lack of candidates with the required skills or required specialization.

Eighty-five percent of respondents agreed with the statement "Currently the need for IT professionals is growing."

After analyzing survey results, the college convened an employer focus group, with hiring

⁶ <http://www.bls.gov/ooh/computer-and-information-technology/home.htm> 04.05.12

⁷ See full statement of need, appendix A, for complete employer survey results.

⁸ Ibid.

authorities from Information Technology companies such as Microsoft, Google and Amazon, as well as smaller technology companies such as 3Tier and major employers of IT professionals such as mobile telecommunications companies and hospitals. The focus group participants identified strong industry trends that needed to be infused throughout the degree curriculum, including mobile and cloud computing.

The IST degree will be flexibly structured to make it available to students graduating from high school as well as to transfer students who have information technology-related (IT) associate degrees. Incumbent workers needing to add advanced skills will be able to choose from menu of certificates created from upper division courses within the degree.

Start Date: We are currently planning on enrolling the first students in the new Bachelor of Science in Information and Systems Technology degree in fall quarter, 2013.

Bachelor of Science in Nursing: RN-Baccalaureate

The Degree: Bellevue College is planning to implement an **RN-Baccalaureate degree** to fulfill the legislative mandate for *preprofessional preparation in medical fields*. The degree will be designed for nurses who have previously earned the registered nurse (RN) credential and an associate's degree in nursing (ADN). In approximately one year of full-time study, admitted students would be able to earn a bachelor of science (BSN) in nursing.

The Jobs: Graduates of the program will be eligible for management positions, the majority of which are open only to nurses with the BSN. The BSN also qualifies graduates for positions at magnet hospitals and as community health nurses. For nurses who wish to continue their education, a BSN provides the foundation for graduate school.

Local and Regional Need: Nursing is a healthcare field with strong local and regional need. Nurses are currently in demand in every county in Washington State,⁹ and projections for nursing indicate a growing need for RNs. The Washington Center for Nursing predicts that RN demand will outpace RN supply by 2017 or earlier. By 2031, supply is expected to be short of demand by as many as 21,000 RNs, even with an increase of RN graduates.¹⁰ External trends have led to an increasing need for nurses with not only an RN license, but also with a bachelor of science in nursing degree. Of particular note are the following drivers of increased demand:

- Requests to Bellevue College from both Swedish and Overlake to implement an RN-Baccalaureate program.
- Many area hospitals have moved to “all RN” hiring (no longer hiring LPNs), and many of these have specific plans to increase the percentage of RNs with the BSN.¹¹
- Magnet status achieved and sought by area hospitals. Two area hospitals have achieved “nurse magnet” status, which requires that all nurse leaders hold at least a baccalaureate degree in nursing.¹²
- *The Future of Nursing: Leading Change, Advancing Health*, a 2010 Institute of Medicine (IOM) report, that recommended increasing the percentage of nurses with a BSN degree or above to 80% by 2020.¹³

⁹ <https://fortress.wa.gov/esd/employmentdata/reports-publications/occupational-reports/occupations-in-demand> 04.04.12

¹⁰ <http://www.wacenterfornursing.org/> 03.27.12

¹¹ Conversations with area hospitals, January / February 2012.

¹² <http://www.nursecredentialing.org/Magnet/ProgramOverview/New-Magnet-Model.aspx> 03.26.12

¹³ <http://www.rwjf.org/humancapital/product.jsp?id=72857> 12.07.11

Bellevue College is well positioned to add a BSN program: current nursing faculty are all qualified to teach at the baccalaureate level, and the college has strong relationships with area employers, ensuring adequate clinical placements.

Start Date: We are currently planning on enrolling the first students in the new RN-Baccalaureate degree in fall quarter, 2013.

Bachelor of Applied Science in Data Analytics

The Degree Concept: Over the past six months, in the process of developing degrees or concentrations in Biotechnology, Healthcare Management, Information Technology, and Preprofessional Preparation for Medical Fields, the college has become aware of the need for an additional baccalaureate degree in the emerging area of data analytics. This interdisciplinary baccalaureate degree spans all of the degree areas mandated by the legislature. Several external trends have emphasized the need for additional education in the area of analytics.

External Trends:

Big Data: Big Data is an "explosive" trend, according to Cynthia Nustad, CIO of HMS, a firm that helps contain healthcare costs for Medicare and Medicaid programs.¹⁴

Advances in analytic technologies and business intelligence are now available to work with massive amounts of data. These advanced analytics allow companies to pose more complicated questions and gather more useful information to help run their businesses.¹⁵

Infusion of analytics in a wide range of industry sectors: As large amounts of structured and unstructured data are being collected in all industry sectors, the emergence of easy-to-use yet sophisticated analytics tools and portals is increasing rapidly. Analytics applications are being developed and implemented in healthcare, business, finance and other industries to increase operational efficiency and support professionals and administrators in all levels of decision-making.

Because analytics crosses over many disciplines, including math and statistics, databases and business intelligence, and targeted sectors such as healthcare, business, and finance, the college will pull together an interdisciplinary workgroup to develop this new degree concept and have a statement of need available in time for the June board meeting.

Start Date: We are projecting fall 2014 as the start date for a new baccalaureate degree in Data Analytics.

¹⁴ 5 business analytics tech trends and how to exploit them, IT World, March 26, 2012

<http://www.itworld.com/software/261572/5-business-analytics-tech-trends-and-how-exploit-them?page=0,1>

¹⁵ Ibid.



REGULAR MEETING AGENDA ITEM

SABBATICAL LEAVE AUTHORIZATION FOR THE 2012-13 ACADEMIC YEAR

INFORMATION

FIRST READ

ACTION

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 final recommendation of the Sabbatical Leave Committee regarding sabbatical leave requests for the 2012-13 academic year?
- * What is the Interim President's recommendation regarding the granting of sabbatical leaves for the 2012-13 academic year?
- * What is the replacement cost for this recommendation?
- * What is the Board of Trustees' role in the sabbatical leave process?

Analysis

At the January 18, 2012 Board meeting, Board members were informed that the Sabbatical Leave Committee has received requests from five (5) faculty for sabbatical leaves during the 2012-13 academic year and one (1) faculty for sabbatical leave continuing into the 2013-14 year. The total number of quarters requested was equivalent to 4.666 FTEF. Since that time, one application was withdrawn leaving the total number of quarters requested equivalent to 3.666 FTEF. In addition, leaves can be approved for only one fiscal year at a time, so the .666 leave for 2013-14 cannot be approved at this time.

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 the calculation of potential cost of replacement.

The Sabbatical Leave Committee has ranked the five requests and submitted its recommendation to the Interim President. The Interim President recommends that the Board of Trustees grant five sabbatical leave requests equivalent to 2.999 FTEF, at the cost of \$33,150.86 for the 2012-13 academic year.

Background/Supplemental Information

Sabbatical Leave Requests for 2012-13 Summary

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII concurs with the recommendation of the Interim President and authorizes sabbatical leaves equivalent to 2.99 FTEF, at the cost of \$33,150.86 for the 2012-13 academic year.

Prepared by: Tom Nielsen, Vice President of Instruction
tom.nielsen@bellevuecollege.edu

SABBATICAL LEAVE REQUESTS 2012-13 SUMMARY

DEBI GRIGGS, Institute for Business and Information Technology (IBIT)

To be better prepared to teach the classes assigned to her as part of a restructuring of programs in IBIT, Debi enrolled in the Business Information Technology (BUSIT) certificate program at Bellevue College. This sabbatical leave would offer her the opportunity to complete the program in the fall so that she could continue to deliver high quality instruction. In addition, Debi is currently enrolled in an Online Education graduate program which she could complete in fall. Debi plans to share her knowledge through involvement with the Faculty Commons.

SAYUMI IREY, Library Media Center

Sayumi is pursuing her Ph.D. in Educational Leadership and Policy (EDLPS) at the University of Washington. This leave would offer her the opportunity to focus on her dissertation and final exam. Additionally, Sayumi is a member of a think tank focused on issues faced by Asian American and Pacific Islander American students. Upon her return, Sayumi feels she will be better prepared to serve Bellevue College in her capacity as a Librarian Faculty, as a student mentor, and as a member of many college committees including the Faculty Commons.

ANDREW JOHNSON, Institute for Business Information Technology

Andy intends to use his sabbatical leave to identify opportunities for BC students through travel to Europe, Australia, Asia and South America. Andy will continue his lead role in developing student/faculty exchanges with Business Academy Southwest in Denmark, work to create opportunities through his contacts at the Ministry of Education in Germany, collaborate with the Royal Melbourne Institute of Technology to develop opportunities that will allow students to attend classes in Australia and Vietnam, and meet with contacts at various colleges in China. Andy will share what he learns through his work with BC International Student Programs, including the development of a Marking Management Transfer Certificate.

NICOLE LONGPRE, Library Media Center

Sabbatical leave would give Nicole focused time to explore ways in which the LMC can best serve the Bellevue College community. This would include taking courses offered by the American Library Association and other consortia that are tailored to the needs of developing library websites and determining usability. Nicole also plans to visit several colleges in Washington, Oregon and either Arizona or Maryland to explore best practices and gain valuable insights into how other college libraries operate. She will incorporate what she learns into reworking BC's Information Literacy plan and creating a highly enhanced LMC website.

STELLA ORECHIA, Health/Physical Education

Stella's sabbatical leave plans include participation in a charity bike ride across America to benefit the International Rescue Committee (IRC) and Coalition of Refugees from Burma (CRB) for which she serves as a volunteer mentor. Along the way, Stella will visit her peers at various community colleges. The sabbatical would culminate in a trip to a refugee camp in Thailand as well as a trip to Burma where she hopes to spend time as a volunteer educator for one of the grassroots human rights education and development organizations. Stella will share what she learns with her students and present a slide show for the campus community.



REGULAR MEETING AGENDA ITEM

CASCADIA COMMUNITY COLLEGE /BELLEVUE COLLEGE MERGER

INFORMATION

FIRST READ

ACTION

Description

In response to a consultant’s report in September, the State Board’s efficiency study included the potential merger of Cascadia Community College and Bellevue College. District staff have been studying the potential for such a merger, and their report to the State Board is attached.

Key Questions

- * Has the discussion of the merger been thorough?
- * Are the recommended actions supported by the analysis?
- * Does the Board agree with the analysis and recommendation?

Analysis

College staff divided into 15 areas to analyze the possibilities for merging the two districts using two models --- a federation of the two campuses which while providing for one board and one president would leave the campuses with separate accreditations; and a Branch Campus model which would merge Cascadia into Bellevue leaving some support services at the Bothell site.

Administration, student services instruction, faculty and classified staff issues, human resources, were among these areas analyzed. Using both models estimates were made of the potential for reduction in cost and consolidation of staffing.

With some exceptions in the administrative area the potential for savings is limited and there are substantial transition costs. The primary objection to a merger, especially under the branch campus model is that the unique learning culture of Cascadia would be lost. Savings could also be realized even without governance changes and these are pointed out in both the summary of findings and the complete analysis.

The complete report with each working groups’ analyses and recommendations will be sent to the state board and is available upon request.

Background/Supplemental Information

Joint recommendation letter from BC and CCC Presidents

Study Group Summaries and Recommendations

Draft Letter Recommendation from the Board of Trustees to the SBCTC

Recommendation/Outcome

That the Board of Trustees of Community College District VIII agrees that pursuing merger or consolidation is not warranted

Prepared by: Laura Saunders, Interim President
laura.saunders@bellevuecollege.edu

Study Group Summaries and Recommendations

1. **Accreditation** – A single campus accreditation under the Branch campus model would involve significant work; even with separate accreditations the campuses will need to insure that the strengths of Cascadia are preserved while not weakening Bellevue’s ability to perform.
2. **Administrative Services** – Under the models, efficiencies of 5% to 7% might be realized.
3. **Human Resources Staffing** – efficiencies might be realized in moving closer to national benchmarks; details need to be explored. Possibilities for efficiency without governance change.
4. **Educational Relationships** – under branch campus extensive work needed to develop relationships for one district. Sharing information may be useful, little efficiency gained although contract administration could be consolidated.
5. **Boards of Trustees and Governance** – changing either governance model would require legislative action. Providing local advice under branch campus model might imply local campus advisory committees to enhance linkages now represented by Trustees.
6. **Classified Staffing** – larger organizational unit could provide more opportunities for cross training and promotion. With one governance structure would have to align benefits presently bargained locally (parking, etc.)
7. **Continuing Education** – substantial opportunity exists to expand BC’s very large CE program into Cascadia district and provide increased offerings, outreach and revenue. Some implementation issues in terms of faculty contracts etc. Efficiency or revenue gains might be possible without governance change.
8. **Faculty Perspectives** – branch campus model would have very large impact in that a single contract would have to be negotiated for the combined unit. Two different unions now involved. Very substantial impacts on faculty working conditions, values and ways of working. No financial advantage here unless staffing levels were to change.
9. **Foundations** – some possibilities for efficiencies in terms of consolidated back office functions and sharing of resources, ideas, donor possibilities. Could provide a strong outreach even without merging foundations into one. Possibilities for joint fund raising might be enhanced. Could be some transition issues, as well as potential loss of local emphasis, appeal, individualized donor relations and responsiveness.
10. **Instruction** – Very little duplication in course offerings in professional technical programs. Under branch campus potential for saving some FTE’s with consolidation of instructional

support functions, but academic support services would need to be maintained at each campus. CCC contracts with UWB for library services so no change would be possible unless contracts were changed. Organizing of curriculum development and approval would require extensive work and coordination in branch campus model.

11. **Brand and Identity/Marketing** – under branch campus would need to ‘rebrand’ institutions to indicate their status within a district.
12. **Mission Vision and Values** – Cascadia’s unique identity, mission, vision and values could only be protected in the federation model. Significant loss to the system if Cascadia’s uniqueness were changed. No cost savings.
13. **Student Access and Completion** – Either model might improve access to students if clearer articulation of pathways were done and transfer agreements coordinated. Making an easy transfer from the first two years at Cascadia to bachelor’s level work at BC would improve students’ ability to complete their degree work. Under branch model, reducing services at Cascadia might discourage students from applying and/or attending.
14. **Student Services** – area needs much more in depth investigation as there may be opportunities for improved service to students. Team also identified that many areas would see no efficiencies due to services that would need to remain physically present. Some student support services need to be maintained at each campus. Even without governance change there are good opportunities to engage in applying lean process improvement.
15. **Information Services/Technology** – Cost savings through back office and support consolidation range from 8% to 10% but some capital investment will be required. Potential to realize cost savings with no governance change, and study already underway.



July 1, 2012

Washington State Board for Community and Technical Colleges
P. O. Box 42495
1300 Quince St. S.E.
Olympia, WA 98504-2495

Dear Board Members,

Based on a recommendation by Dr. Bill Chance in his 2011 Cascadia Co-Location Study, the staff of the SBCTC elected to include a summary of the discussion about a Cascadia-Bellevue redistricting in their Efficiency Report due to the legislature in December 2012. They hoped that the campuses would jointly engage in a discussion of this recommendation and address topics considered by Whatcom County and Pierce County in similar discussions at those sites.

The recommendation provided Cascadia and Bellevue the opportunity to proactively structure and engage in thoughtful conversations. The SBCTC staff recommended that these conversations happen from January 2012 through June 2012 so that a draft summary could be submitted to the SBCTC staff by mid-June.

This cover letter serves to explain the process used to inform the discussions and the product expected from those who worked on the project. As well, we have drawn our own conclusions as to the recommendation based on the attached reports. These conclusions are included here as well.

Process

Cascadia's President (Eric Murray) and Bellevue's Interim President (Laura Saunders) designed a process that allowed for the discussions to occur in the time frame outlined by the SBCTC.

A number of Task Forces were created to discuss and analyze various aspects of the proposal. These Task Forces met from January through April to discuss and summarize the issues pertinent to such a redistricting. Each Task Force submitted their report to each campus CEO by May 4. The CEOs then analyzed the reports and prepared this joint summary to send to their respective Boards of Trustees. Each Board of Trustees was asked to use this information to formulate their perspective on the process and outcome. It was not expected that the Boards would reach consensus. Rather, this summary stands for itself as the work of over 30 leaders from the campuses. The Boards were asked to interpret the results and provide their perspective under separate cover.

The Task Forces were asked to consider a redistricting in two alternative models: a Federation and a Branch Campus.

The federation model assumed two independent campuses, jointly governed, but with two presidents, two student services structures, two academic structures, etc. Some back-of-the-house functions could be combined and this model warranted discussion pertaining to marketing, the foundation, the BOT, the vision, etc. But, for the most part, such a model would keep campuses intact while allowing them to collaborate, share resources, and have some cost-savings adjustments. One board of trustees would govern both campuses. District functions would be kept to a minimum with as little additional bureaucracy as possible. Separate accreditations would be maintained for each campus.

The branch campus model was more invasive and complicated. A branch campus would have Cascadia as an “instructional shell” where only teaching would occur. Administrative functions, organization, planning and budgeting would occur centrally. There would be one accreditation and one instructional management. “Teaching Only” meant Cascadia would need some on-site faculty support staff, perhaps a disability coordinator, perhaps a facilities coordinator...but ultimately very minimal staffing. The branch campus model is extreme, but this report provides an explanation to the SBCTC of just how complicated that would be, how much it would impact students, and how the changes might takes years to accomplish.

Each task force was challenged to answer the following questions for each model: What functions would be delivered? How many staff would you need to deliver those functions? What would be the estimated impact on student access and success? What systems would require change and overhaul so they could continue to serve students?

The outcome of these discussions was to provide insights into the challenges, complexities, and opportunities that exist under each model. It was not expected that the task forces would provide solutions or exhaustive analyses. However, commentary was to be as data-driven as possible.

Task Forces and Reports

The following task forces were organized and each produced a report that is attached as an appendix. We have organized the task forces around three themes:

Institutional Success

- Mission, Vision, and Values
- Board of Trustees/
Governance
- Brand and Identity/
Marketing
- Administrative
Services
- Educational
Relationships
- Information
Services/Technology

Student Success

- Student Access and
completion
- Instructional Issues
- Student Services
- Continuing Education
- Foundations

Employee Welfare

- Classified
Staffing
- Faculty
Perspectives
- Human
Resources
Staffing



Conclusions

Over thirty staff from the two campuses participated in the effort to understand the two models of operation as well as their respective assignments. In general there was recognition that in both models of consolidation some efficiencies, particularly in information technology, human resources, administrative and financial functions could be achieved. However, the costs of a transition and the loss of Cascadia's value to the system would outweigh the benefits gained. In addition, the leadership and focus of each institution would be diverted from the priorities already established by each campus.

The faculty contract would be extremely difficult to consolidate under the branch campus model and the detailed review of contract provisions and course offerings would be so time consuming that the limited cost savings would be overwhelmed by the protracted process.

In some areas it was abundantly clear to the study leaders that either of the two models would be intrusive and would result in a radical restructuring of the Cascadia mission and core values. While it is not possible to estimate the 'cost' of the loss of these values, it would mark a significant lessening of educational innovation for the system as a whole if Cascadia's unique blend of student learning and integrated curriculum were lost in the name of some minimal reduction in cost.

It was also clear in the administrative areas that cost reductions could be achieved without any change in the governance model for the institutions, and both presidents will be encouraging these discussions to continue as financial pressures on the campuses show no signs of abatement.

Both campuses learned from each other during this exercise and there are the beginnings of some very encouraging and healthy interaction to draw from the strengths identified on both campuses. For that reason alone it was worthwhile to undertake this analysis.

This report was forwarded to each of our Boards of Trustees. Under separate cover they will provide their own conclusions.

Sincerely,

A handwritten signature in black ink that reads 'Eric W. Murray'.

Eric W. Murray
President
Cascadia Community College

A handwritten signature in black ink that reads 'Laura Saunders'.

Laura Saunders
Interim President
Bellevue College



3000 Landerholm Circle SE • Bellevue, WA 98007-6484 • www.bellevuecollege.edu

DRAFT

May 16, 2012

Washington State Board for Community and Technical Colleges
P. O. Box 42495
1300 Quince St. SE
Olympia, WA 98504-2495

Dear Colleagues:

You have asked that Bellevue College and Cascadia Community College participate in the efficiency study and examine the possibilities of merger. Attached is a joint letter from the two presidents along with a summary of their findings in the various areas of college operation that they have examined. The complete report is being submitted separately. While we applaud the review and openness of the college staff to consider consolidation, we are not convinced that merger into one district makes educational or economic sense. The presidents and their staffs have found several areas where some efficiencies in joint operations can be pursued but these can and will be reviewed without any change to the governance structure of the two districts.

Each campus has its own unique identity and mission, and trying to merge them would involve significant disruption as well as diverting scarce resources to a transition process that would not yield much in the way of savings to the state. We are encouraging Bellevue staff to pursue joint operations where it makes sense, but not carry this merger any further.

Sincerely,

Vicki Orrico
Chair, Board of Trustees