



BELLEVUE
COLLEGE

Board of Trustees
Community College District VIII

Regular Meeting

March 9, 2016



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, March 9, 2016. The business session will begin at 2:30 pm in room D106. Steve Miller, Chair, will preside.

AGENDA

12:00 PM	WORKING LUNCH AND EXECUTIVE SESSION (A201) To discuss tenure and review the performance of a public employee.		
1:30 PM	STUDY SESSION (D106) Student Support Services	Karim	
2:30 PM	BUSINESS SESSION (D106)		
	I. Call to Order		
	II. Roll Call and Introductions		
	III. Consent Agenda		
	A. Approval of Agenda for March 9, 2016		3
	B. Meeting Minutes from February 3, 2016		5
2:35 PM	IV. Constituent Reports		
	A. Faculty	Stiehl	
	B. Classified Staff	Turnbull	
	C. Foundation	King	
	D. Student	Mueller	
3:15PM	V. Monitoring Reports (reports for this meeting in bold)		
	A. Student Success	All	9
	B. Instruction	All	11
	C. Economic and Workforce Development	All	13
	D. Student Affairs	All	14
	E. Equity and Pluralism	All	15
	F. Institutional Advancement	All	16
	G. Information Technology	Quarterly	
	H. Capital Facilities	Quarterly	
	I. Finance	Quarterly	17
	J. Human Resources	Quarterly	
	K. Enrollment Report	Quarterly	
	L. Budget and Legislative Developments	As needed	
	M. Marketing and Public Relations	As needed	

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

3:30 PM	VI. Information Items		
	A. Discussions with Washington State University	Beard	
4:00 PM	VII. Action Item		
	A. Tenure Recommendations	Nielsen	19
4:15 PM	VIII. Board Reports		
	A. ACT Board of Directors		
	B. ACT Legislative Committee	Miller	
	C. Foundation Liaison	Heu-Weller	
	D. Individual Member Reports		
4:30 PM	IX. President's Report	Rule	
4:45 PM	X. Unscheduled Business/Community Testimony		
5:00 PM	XI. Business Meeting Adjournment		
	<i>Time and order are estimates only and subject to change.</i>		

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 on February 3, 2016 Bellevue College 3000 Landerholm Circle SE, Bellevue, Washington. Mr. Steve Miller, Chair, presided.

EXECUTIVE SESSION

The executive session was called to order at 12:00 p.m. Steve Miller announced that there would be an executive session for approximately an hour to discuss evaluation of a public employee and collective bargaining. The executive session was adjourned at 1:25 p.m.

STUDY SESSIONS

Patty James introduced the three study sessions for the board's consideration.

Environmental Scan

Environmental scan data was presented by Alec Campbell, Director of Research and Analysis. Trustees asked questions regarding demographics on running start. Interest in performance of running start students and factors that affect the decision to participate in running start.

Proposed Governance Model

An update on the proposed governance model was presented by James Craswell, Jason Fuller, and Tracy Biga MacLean. The board asked the team to consider how they were planning to determine the constituency group appointments vs. elections.

Turning Evidence into Action: BC's Program Review Self-study process

Patty James and Rebecca Cory reviewed BC's program review process and the case study approach that was used for program review. There were questions concerning how recommendations for improvement were implemented. There was also a recommendation to see student evaluations included in program review.

BUSINESS SESSION

The business session was called to order at 3:15 p.m.

I. **ROLL CALL**

Dr. Chin, Mr. Fukutaki, Ms. Heu-Weller, Mr. Kook, Mr. Miller, and President Rule were present.

II. **CONSENT AGENDA**

Lisa Chin made a motion to approve the consent agenda. Rich Fukutaki seconded the motion.

The motion passed.

III. **CONSTITUENT REPORTS**

Faculty Report

Chace Stiehl, Bellevue College Association of Higher Education, reported on the following items:

- The BC music program has been hosting high school and middle school students on campus.
- Business Technology Faculty Suzanne Marks is presenting a statement of needs for digital marketing to SBCTC. Anthropology faculty Nancy Gonlin has a new book published:

Human Adaptation in Ancient Mesoamerica. Sociology faculty Eric Davis is combining a sociology 101 and first year experience course.

- Faculty testified on behalf of HB 2615 asking for 75% of state funded classes to be staffed by tenure track faculty. BCAHE is seeking the board's support.
- There are also concerns that legislators don't recognize that the WSU BC merger might not provide any financial support. Faculty are interested in how the board is engaging with legislators.
- There is a recommendation that regional cost of living be considered as a legislative talking point.

Classified Staff Report

Becky Turnbull, representing classified staff, reported on the following items:

- Classified staff professional development day is February 15th with a large number of activities planned.
- Classified staff are encouraged by the constituent councils and that they are being represented in the new governance model.
- Concerns about the building ages and infrastructure, but expressed appreciation for the improvements that have occurred.

ASG Report

ASG President Frank Mueller presented on the following items:

- Working with local community action agency Hopelink to ensure that the Bellevue College food pantry is fully stocked.
- ASG participated in a phone a thon to check on new winter quarter students.
- Working on a new voting system for ASG elections.
- Twenty-one Bellevue College students went to Olympia to speak with legislators. The number one issue was textbook affordability.

Foundation Report

Laura Celis reported on the following foundation activities:

- Scholarships just opened and will be accepting applications until May. Read day is being set-up and trustees are encouraged to participate.
- The process for Lockwood grants has begun. Lock grants support projects demonstrating innovation in teaching. Typical grants are \$2500 to \$10,000.
- Margin of Excellence awards nominations are now open. Nomination process is open to faculty, staff, and students.
- Mini grants are given to projects which do not have an opportunity to access other funds. Projects may be funded up to \$3000.
- The Become Exceptional luncheon is set for April 27th.

IV. **MONITORING REPORTS.**

The board reviewed the monitoring reports. There was discussion regarding CTC link.

V. **INFORMATION ITEMS**

A. Discussions with Washington State University

There are currently two fact finding trips scheduled. Teams are going to Penn State, Penn College and CUNY during February. A governance task force meeting is being scheduled.

B. Student Affairs Building

Ray White and Ata Karim presented on the potential student affairs building. Frank Mueller spoke on behalf of the students.

VI. **ACTION ITEMS**

A. Ratification of addenda and changes to the collective bargaining agreement with Bellevue College Association of Higher Education (BCAHE).

Motion 2:16

Lisa Chin made a motion to approve the addenda and changes to the collective bargaining agreement with BCAHE. David Kook seconded the motion.

The motion was approved.

VIII. **BOARD REPORTS**

ACT –New trustee orientation went well. Transforming Lives Dinner was inspirational.

ACT Legislative Committee – SBCTC worked with legislators to propose and support a pilot baccalaureate program

Foundation Liaison – Merisa Heu-Weller encouraged trustees to make connections and to build friends for the campus community.

Individual Member Reports – There were no individual reports.

IX. **PRESIDENT’S REPORT**

President Rule reported on the following items:

- Trip to Combase Conference in Charlotte, SC was cancelled.
- Will be attending the ACCT/AACC National Legislative Summit in Washington DC with Richard Fukutaki.
- Bellevue College is joining the board of the organization Community Colleges for International Development (CCID). President Rule and Jean D’Arc Campbell will be attending the CCID conference in Orlando, FL.

- A team from BC will be participating in international student recruitment activities in the Democratic Republic of the Congo and Kenya next month.
- College Issues Day will be focused on the proposed governance model.
- Classified staff professional development day is scheduled for Monday, February 15th.
- Meetings with each of the tenure candidates.
- Meeting with Interim WSU President Dan Bernardo.
- WSU Governance Task force will be held at BC.

X. **UNSCHEDULED BUSINESS**

There was no unscheduled business.

XI. **ADJOURNMENT**

There being no further business, the meeting of the Board of Trustees adjourned at 4:30 p.m.

Steve Miller, Chair
Board of Trustees

ATTEST:

Lisa Corcoran
Secretary, Board of Trustees
Community College District VIII

STUDENT SUCCESS



INTENTION AND RETENTION

Background

One topic briefly discussed during the January 2016 Board study session on Student Success was the declared intention of students for attending Bellevue College and the effect on retention. BC's open access status makes it possible for students to "drop in" for an occasional class with no intention to pursue a BC credential. While lifelong learning is one of BC's mission areas, considering such students as candidates for retention distorts the picture when students who intend to attempt a BC credential are at the core of the retention issue.

Context

Three questions are posed to students at registration. One in particular was created by BC staff to more accurately capture each student's educational goal. Students are asked this question each quarter when they are registering for the next quarter. The question reads:

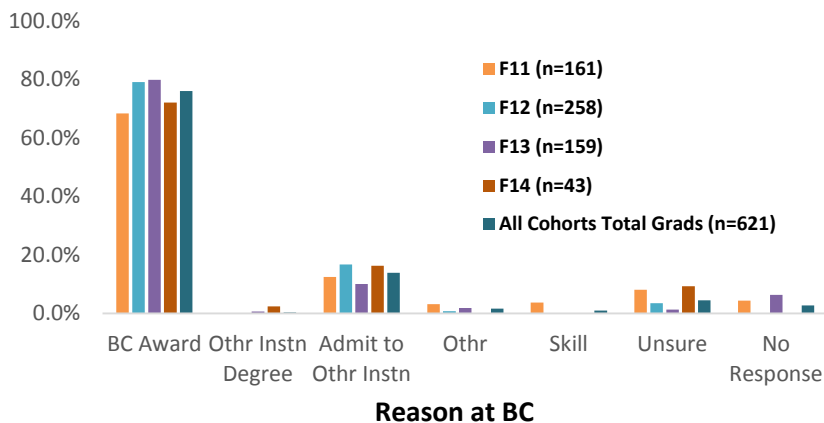
Please indicate the reason you are taking classes at BC this quarter (choose only one):

- | | |
|---|---|
| a. for a BC transfer associate degree | f. for a BC certificate (less than 45 credits) |
| b. for a BC AA in General Studies degree (non-transfer) | g. for a BC non-credit certificate |
| c. for a BC bachelor's degree | h. for credits I will transfer to another college or university |
| d. for a BC professional-technical associate degree | i. for professional development, not pursuing a degree or certificate |
| e. for a BC certificate (45 or more credits) | j. I'm unsure how I will be using these credits |
| | k. Other (including personal enrichment/enjoyment) |

This question was initiated in summer 2011 in order to distinguish students by their reason for attending BC for purposes of defining "degree-seeking" students. Sufficient time has passed and data has been collected to review the extent to which the responses align with student behavior. Comparing these responses to similar questions required by SBCTC concerning students' intended outcomes indicates that this question more closely correlates with student intent than the others.

Chart 1. shows the distribution of responses from AY 2014-15 associate degree graduates who were linked to students in the fall cohorts of first-time at BC postsecondary cohorts beginning in fall 2011. (The same cohorts used in previous retention analyses this year.) Over three-fourths of all graduates indicated at entry that they intended to pursue a BC award.

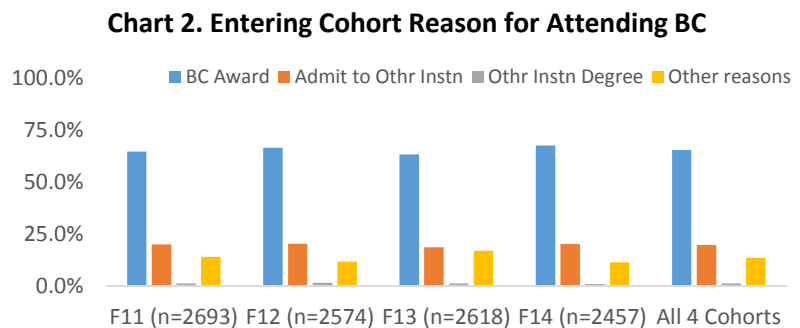
Chart 1. Percentage of AY 2014-15 Associate Degree Graduates from Entering Cohorts



Following are some general demographics about only those 2014-15 graduates who indicated an intent to earn a BC award:

- 37.1% received some form of financial aid
- 92.2% enrolled in more than 10 credits their first quarter at BC
- 70.6% were under the age of 20
- 54% were female
- 40.2% were non-white students (based on those disclosing)

A look at this variable across the fall 2011 through fall 2014 cohorts provides more clarity about student intent. **Chart 2** below shows that nearly 90% of new BC students either were seeking a BC certificate or degree (~65%) or taking courses at BC to qualify for admission to another institution (~20%).



Charts 3 and **4** below take a closer look at the fall 2011 cohort and their outcomes four years later.

Chart 3a. shows the distribution of the cohort by reason for attending while **Chart 3b.** shows the percentage of students within each category who had earned a BC award within four years.

- 26.6% of students who indicated earning a BC award as their primary reason had earned an award by the end of spring 2015.
- 20.0% of students who indicated their reason as qualifying for admission to another institution had earned a BC award.

Chart 3a. % of Fall 2011 Cohort by Reason for Attending

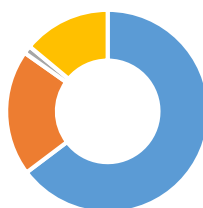


Chart 3b. % Earned BC Award Within 4 Years by Reason for Attending

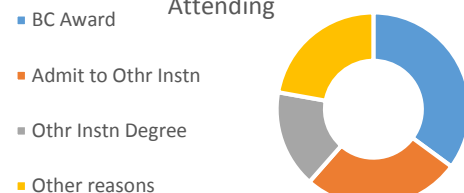


Chart 4. % Awards Earned by Year After Entry

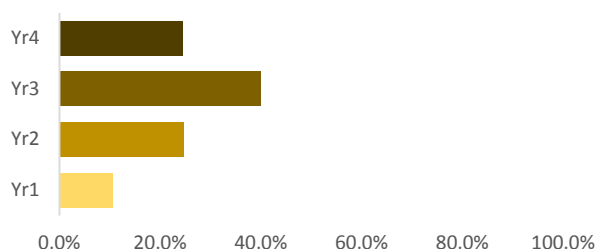


Chart 4 shows the distribution of awards earned over the four-year period.

- 75.4% of the awards were earned within three years of starting.

Next steps:

Data are being constructed to further understand the longer term enrollment patterns of these cohorts via the National Student Clearinghouse.

Submitted by:

Patty James, Associate Vice President, Effectiveness and Strategic Planning
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INSTRUCTION



CENTER FOR CAREER CONNECTIONS IN RISE LEARNING INSTITUTE



Center for Career Connections
& the Women's Center

Key Points

- **Core Mission:** Reporting to the Research, Innovation, Service, and Experiential Learning Institute (RISE) under the Office of Instruction, the Center for Career Connections (CCC) will:
 - Help make Bellevue College a destination college of choice by providing students extensive experiential learning opportunities, motivating their persistence in college, informing their career choices, and giving them a competitive edge in achieving their career goals.
 - Meet the needs of faculty for industry support for new baccalaureate programs, collaborative projects, grant-funded proposals, curricular initiatives, and exceptional professional development opportunities.
 - Benefit the entire college community by developing collaborative industry initiatives in STEM and emerging fields.
 - Enhance the efforts of the college foundation through strong company relationships and alliances.
- Utilizing the following strategies, the CCC team is able to engage companies in the diverse functions needed by faculty, students, and the college:
 - **Employer Services Program.** By providing a full range of services to employers, the CCC is able to engage industry members in focus groups for new programs; in advisory committees; as mentors, guest speakers, and mock interviewers in courses; as committed partners for funding proposals from across the college; and as “co-educators” in internship experiences and training programs.
 - **Faculty Support Initiatives.** CCC staff assist faculty with industry engagement and labor market information for focus groups, surveys, new program development, proposal development, advisory groups, classroom activities and baccalaureate degree development.
 - **Outreach Programs to Community Members.** Historically, the CCC’s programs have reached out to underserved populations in the community, viewing them as prospective students and providing a full range of services to them.

- Career advancement programs managed by the Center for Career Connections include:
 - **Career Connections Initiatives** such as group work, individualized consultations, online tools, networking events, and focused industry events aimed at connecting students and participating community members with industry members, internships, and jobs.
 - **Experiential Learning Academic Program**, which offers credit classes that support experiential learning goals and incorporate industry connections as a key component.
 - **Veterans Project Succeed; Career Connections for Veterans and Spouses**, which focuses on the needs of veterans for internships, experience in the civilian workplace, and industry connections.
 - **Women's Career Connections Program**, which helps women make industry connections and gain workplace experience.
 - **STEM to Stern Cohort Program**, which connects STEM students with industry professionals and experiential learning opportunities. Since inception, cohort student persistence in STEM averages 92%, well above the national rate of about 40%.
 - **S-STEM Scholars Network**, which provides low-income students in the STEM to Stern Program with scholarship funds.
 - **Work-Study Career Development Program**, which provides front-end support to students gaining valuable workplace skills and experience within the college or with community organizations.
 - **Student and Employer Survey Evaluation of Prof/Tech Programs**. This detailed annual survey of professional-technical graduates and their employers is used by programs to evaluate their ongoing effectiveness and for major program review.

Next Steps

- CCC's mission requires a continuous focus on engaging industry and securing funding to support innovative collaborations. Employers seek new skills to meet the demands of the 21st-century workplace. Funders require experiential learning experiences, high job placement outcomes, and industry collaboration for awards and continuing support.
- The CCC team continues to participate in area economic development visioning conferences, industry-focused partnership planning enclaves, and trend analysis conferences to increase knowledge of the economic landscape and promote awareness of industry needs to guide the program's strategic planning.

Report by: Tom Nielsen, Vice President, Instruction
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ECONOMIC & WORKFORCE DEVELOPMENT



CONTINUING EDUCATION/BUSINESS TRAINING INSTITUTE /WORKFORCE EDUCATION

Business Training Institute (BTI)

BTI submitted a \$100k “Work Starts” grant for Booking.com. The state of Washington set aside \$2.4 million earmarked for training employees of corporations in the NW. The fund is allocated through the Governor’s office. The grant was submitted with support of the Workforce Development Council (WDC) and Economic Development Council (EDC). A decision should be made by the end of March.

- Funds will be used to train 70% of Booking.com’s 450 person employee population on ESL. They support 18 different languages.
- Additional training will include cultural dexterity and Excel.

A Customized Training Program (CTP) proposal will be submitted to the SBCTC in collaboration with Seaport Steel. BTI is partnering with Green River Community College for part of the training that includes on-the-job training for crane and forklift operation, as well as safety and OSHA training. BTI will provide training in front line leadership, conflict resolution, coaching and feedback, multi-generational workplace training, etc.

Continuing Education (CE)

- Two new online certificates will be launched on March 1: Foundations in Project Management & Foundations in Human Resources.

Economic & Workforce Development

- Albert Lewis, VP of Economic & Workforce Development, is being appointed to the Economic Development Council to connect BC to the economic development of King County and provide more visibility for BC to key stakeholders in the region.

Workforce Education (WE)

- WE collaborated with Institutional Effectiveness and Strategic Planning to create a survey to query WE students about their experience with the WE department.
- The survey covered the following areas: customer service, types of services rendered, demographics, program enrollment, and credits earned to date.
- The goal is to better understand how WE can improve the student experience to facilitate the pursuit of improving retention and completion at BC.

Report by: Albert Lewis, Vice President
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STUDENT AFFAIRS



STUDENT CENTRAL: RE-DESIGNING SERVICE FROM A STUDENT CENTERED PERSPECTIVE

Key Points

The Student Affairs division will launch **Student Central**, May 16, 2016, as part of the Student Affairs Strategic Plan. Student Central keeps students' needs at the center of a redesigned service model within the current location of Enrollment and Financial Aid Services. Student Central is envisioned as a comprehensive integrated service space for students and other guests that reflects the core values of student affairs. It combines access, effectiveness, efficiency, collaboration, confidentiality, and a culturally responsive support setting. It focuses on building relationships with students, their families, visitors, employees, and others in need of assistance. This model will achieve the following goals:

- Operational Objectives
 - Blend Enrollment Services and Financial Aid to create one service area
 - Use transformational service model with a focus on the student experience
 - Increase service capacity through resource management (staff, space and materials)
 - Empower staff with a larger skill set to serve user needs through training
 - Central Information Desk for Quick Questions
 - Differentiated service space (Open and Confidential/Private Areas)
 - Electronic Line Management System
- Service Objectives
 - Create a comfortable and welcoming service space for all users
 - Improve wayfinding and navigation while reducing the Bellevue Shuffle
 - Serve all, with primary focus on the marginalized and vulnerable
 - Build relationships and trust that empower and educate users
 - Preserve dignity and improve experience for the users
 - Ensure confidentiality
 - Take the time needed for resolution
 - Include appropriate support system

Next Steps

- Implementation timeline
 - January through February: Staff discussions/Training: Change Management, Values, Strengths
 - March through May 2016: Content/Function Training for Staff and Communication with other Campus Stakeholders
 - May 16, 2016 – Go Live

Report by: Ata Karim, Vice President Student Affairs
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EQUITY AND PLURALISM



BLACK LIVES MATTER FORUM

Events:

- The Black Student Union (BSU) student club coordinated a Black Lives Matter (BLM) forum on February 10th as part of the college's Black History Month events. Former student and ASG President, Zawdie Terry, BC graduate, Hodan Hassan, and sociology faculty, Eric Davis and Nicholas Russ served as panelists. This is the third BC event to focus on the BLM movement and address police presence in black and poor communities and police brutality and killings of unarmed black and brown people. The forum yielded rich dialogue amongst participants and attendees. Instructors Davis and Russ did a phenomenal job setting a historical and contemporary context that focused on the ways that systemic forms of oppression harm all of us, not only people of color. Former students, Hassan and Terry, emphasized ways people can get involved in the BLM movement via environmental justice, sustainability, and health.
- During February and early March, the Diversity, Equity and Inclusion Council (DEIC) is coordinating listening sessions for faculty, staff, students and community members to provide feedback on the Diversity and Equity plan for the college. This is the first time Bellevue College has developed an institution-wide plan to specifically address diversity and inclusion as they relate to student access and success, campus climate, professional development and training and recruitment and retention of diverse faculty and staff. Once the sessions are completed, feedback will be reviewed and incorporated into a final version of the plan.

Next Steps:

- Finalize the Diversity and Equity Plan
- Begin implementation of the Diversity and Equity Plan

Report by: Yoshiko Harden, Vice President for Diversity/Chief Diversity Officer
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INSTITUTIONAL ADVANCEMENT



Key Points

- The Foundation has passed the annual audit.
- The Foundation's 990 tax return is in process and is expected to be completed by March 1st.
- Substantial Institutional Advancement support has buoyed KBCS 91.3FM in the transition from departing Membership Director Chelan Lippincott.
- Preparations for the annual **Become Exceptional Luncheon** on April 27th are well underway with 59% of the projected goal for dollars raised attained.
- On January 13th, the campus celebrated Bellevue College's 50th birthday with ice skating, hot chocolate and s'mores
- February 16th, Moses, Inc. hosted a successful media training for a portion of the President's Cabinet; training for the remainder of the Cabinet, subject matter experts and other prominent staff will be forthcoming.
- The public relations firm, Moses, Inc., has acquired opportunities for guest columns in two national publications to highlight Bellevue College and the 50th Anniversary. The publications are, **Community College Weekly** and **University Business Week**.
- Discussions have commenced with King5 News about partnering on a Public Service Announcement campaign, as well as possible appearances on **New Day NW** and **Evening Magazine**.
- Commemorative 50th Anniversary banners will be installed at North Campus on February 26th
- **The Golf Club at Newcastle** has been secured as the venue for the 50th Anniversary Gala, which will feature a live auction.
- The Institutional Advancement Web Editor in Chief is in the process of developing new training seminars for BC Web Managers, which will include style and ADA compliance guidelines
- There has been more frequent refreshing of content on the BC homepage and elsewhere throughout the site, particularly within athletics
- Analytics and weekly monitoring reports are being used to repair broken links and correct spelling errors throughout the entire BC website.
- Graphics and PR are currently working on a guerilla marketing campaign to drive spring enrollment.
- The new BC Style Guide is now complete in print and online.
- Graphics and PR have developed a presentation regarding the importance of college wide branding to launch the Style Guide. To date, the program has been presented to the President, Cabinet, Student Affairs, HSEWI, Student Programs and Workforce Education.

Report by: Dr. Gayle Colston Barge, VP Institutional Advancement
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FINANCIAL REPORT



FOR PERIOD JULY 1, 2015 TO DECEMBER 31, 2015

1. **How has the financial environment changed since the current budget (Jun-15) was built?**

A mid-year budget review revealed that, while revenues from overall enrollments are nearly even with last year, the make-up of the enrollments has changed. Enrollments for Running Start and International programs have grown as general state FTEs have declined. (See Revenue / FTE Analysis below.)

2. **How do actual revenues and expenditures compare to budgeted?**

A review of financial performance through December confirms that revenues and expenses remain largely consistent with expectations. The finance team also made the following observations.

- Bookstore expenses reflect higher inventory costs
- Early Learning Center has lower fees due to lower enrollments
- Food Service revenues have increased (offsetting increases in COLA and benefit increases)
- Expenses in grants and contracts are higher than last year and are lower in the state operating category
- More operating expenses are being shifted to International and Running Start program support

3. **Are there reasonable explanations for significant variances?**

A shift of *operating expenses* from *state* to *grants/contract* funding sources was anticipated. Through the mid-year budget review process (October), the college funded additional *ongoing expenses* and *one-time investments*.

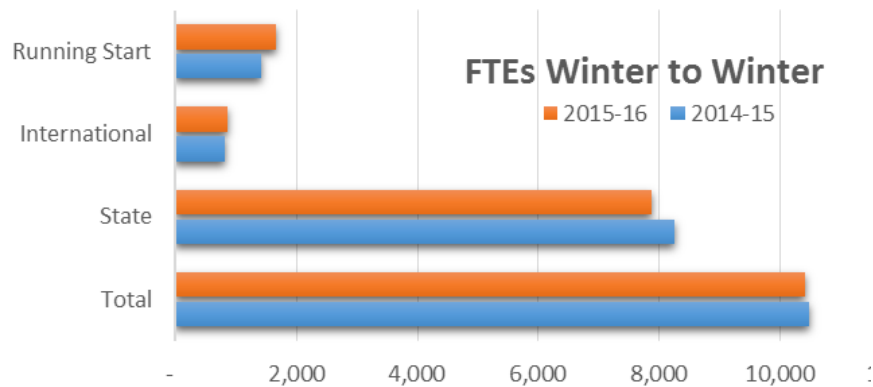
A decrease in *state operating revenues* is the result of reduced tuition and declining enrollments in that category. (There is an offset to the state tuition decrease reflected in our allocation.)

Elevated expenses for *International Education* and *bachelor's programs* are attributed to growth in these operational areas. The increase in *dedicated local* expenses is due to several transfers to support capital projects.

NET GAIN(LOSS) Analysis Operating Funds For the Period Ending DECEMBER 31, 2015					
		FY 16 BUDGET	FY 16 ACTUAL	FY 15 ACTUAL	Actual % of Budget YTD
OPERATING FUND:					
STATE OPERATING	ALLOCATION	\$32,764,289	\$12,514,440	\$11,428,326	38.20%
	REVENUE	\$20,991,300	\$16,216,633	\$17,287,219	77.25%
	RESERVE	\$1,185,496	\$1,185,496	\$1,198,653	100.00%
	EXPENSE	\$54,941,085	\$23,371,482	\$25,585,422	42.54%
DEDICATED LOCAL					
	REVENUE	\$18,220,139	\$9,782,968	\$10,090,038	53.69%
	EXPENSE	\$18,220,139	\$7,917,992	\$7,323,986	43.46%
GRANTS & CONTRACTS					
	REVENUE	\$26,309,209	\$11,752,737	\$11,311,306	44.67%
	EXPENSE	\$26,309,209	\$9,880,754	\$5,100,233	37.56%
PROPRIETARY:					
	REVENUE	\$16,004,183	\$8,279,930	\$8,011,242	51.74%
	EXPENSE	\$15,891,532	\$8,009,895	\$7,320,836	50.40%

Revenues / FTE Analysis:

This chart illustrates changes in enrollments Winter-to-Winter. Increases in both International (39) and Running Start FTE (246) have nearly offset declining state enrollments (358). The overall net loss of 73 FTE represents only about \$16k less in revenues.



Report by: Ray White, Vice President of Administrative Services
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REGULAR MEETING AGENDA ITEM



TENURE REVIEW COMMITTEE RECOMMENDATIONS FOR THE 2016-17 ACADEMIC YEAR

☐ INFORMATION

☐ FIRST READ

☒ ACTION

Description

A recommendation from the Tenure Review Committee concerning sixteen tenure candidates has been submitted to the Board of Trustees, in accordance with the "Agreement Between the Board of Trustees of Community College District VIII and the Bellevue College Association of Higher Education." On the basis of this recommendation and in accordance with the provisions of the Agreement, it is the recommendation of the President and the Tenure Review Committee that fifteen of the faculty candidates listed below be granted tenure and one be granted a three-quarter extension of the probationary period.

Key Questions

- * Have the third year probationary tenure candidates fulfilled all the necessary responsibilities as described in Article Twenty-two of the faculty contract as part of the process of receiving tenure?
- * Has the Tenure Review Committee thoroughly reviewed the required documents as described in the tenure guidelines, and deliberated the merits of each probationary candidate?
- * As a result of their deliberations, has the Tenure Review Committee recommended an extension of probationary status for any of the candidates?
- * Has the pertinent documentation for all sixteen candidates been made available for review by the Board of Trustees?
- * What are the recommendations of the Tenure Review Committee regarding the tenure status for the sixteen probationary candidates for the 2016-17 year?

Analysis

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

The tenure process at Bellevue College involves four levels:

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

Required documents have been gathered by the TES and the tenure candidates that provide evidence that the process described above has been strictly followed.

Background/Supplemental Information

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

Recommendation/Outcomes

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Jennifer Anderson, Arts & Humanities (Communications).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Sonya Doucette, Science (Chemistry).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Richard Glover, Science (Chemistry).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Lisa Harris, Institute for Business and Information Technology (Database Administration).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Allison Kang, Science (Biology).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Deepti Karkhanis, Social Science (Psychology).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Dena Laney, Institute for Business and Information Technology (Business Technology Systems).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Tom Lee, Institute for Business and Information Technology (Network Services and Computing Systems).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Li Liu, Arts and Humanities (Communication).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Natalie Martinez, Arts and Humanities (English).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Eric Nacke, Arts and Humanities (Developmental Education).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Hyesu Park, Arts and Humanities (English).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to James Sisko, Arts and Humanities (Music).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Jennifer Townsend, Science (Mathematics).

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure for the 2016-17 academic year to Brandon Unti, Social Science (Economics).

Recommendation: hereby grants a fourth probationary year to Ricardo Chavez, Science (Mathematics), in that all conditions required by RCW 28B.50.852 for advancement to a fourth year have been met.

Prepared by: Tom Nielsen, Vice President of Instruction
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March 1, 2016

Dear Board of Trustees:

After careful review of the tenure candidates' documentation and personal interviews with each of the candidates, I recommend that the board of trustees grant tenure to the following candidates:

Name	Division	Program
Sonya Doucette	Science	Chemistry
Richard Glover	Science	Chemistry
Lisa Harris	Institute for Business and Information Technology	Database Administration
Allison Kang	Science	Biology
Deepti Karkhanis	Social Science	Psychology
Dena Laney	Institute for Business and Information Technology	Business Technology Systems
Tom Lee	Institute for Business and Information Technology	Network Services and Computing Systems
Li Liu	Arts and Humanities	Communication
Natalie Martinez	Arts and Humanities	English
Eric Nacke	Arts and Humanities	Developmental Education
Hyesu Park	Arts and Humanities	English
James Sisko	Arts and Humanities	Music
Jennifer Townsend	Science	Mathematics
Brandon Unti	Social Science	Economics

I also recommend that the board grant a fourth probationary year to the following candidate:

Ricardo Chavez	Science	Mathematics
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Sincerely,

David L. Rule, Ph.D.
President