



B BELLEVUE
COLLEGE

Board of Trustees
Community College District
VIII

June 7, 2017

**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, June 7, 2017. The business session will begin at 12:30 pm in room B201. Steve Miller, Vice Chair, will preside.

AGENDA

- | | | |
|----------|--|-----------------------|
| 11:00 AM | EXECUTIVE SESSION/LUNCH (A201)
The Board of Trustees will meet in executive session to evaluate the performance of public employees and to discuss issues related to collective bargaining. | |
| 11:30 AM | STUDY SESSION (B201)
<i>Computer Science Program Update</i>
<i>Strategic Plan Update</i> | Banger/Viens
Viens |
| 12:30 PM | BUSINESS SESSION (B201) | |
| | I. Call to Order | |
| | II. Roll Call and Introductions | |
| | III. Consent Agenda | |
| | A. Approval of Agenda for June 7, 2017 | |
| | B. Meeting Minutes from April 26, 2017 | |
| 12:45 PM | V. Constituent Reports | |
| | A. Faculty | Nightingale |
| | B. Classified Staff | Turnbull |
| | C. Foundation | Celis |
| | D. Student | Akeyo |
| 1:05 PM | VI. Monitoring Reports (reports for this meeting in bold) | |
| | A. Student Success | All |
| | B. Instruction | All |
| | C. Economic and Workforce Development | All |
| | D. Student Affairs | All |
| | E. Equity and Pluralism | All |
| | F. Institutional Advancement | All |
| | G. Information Technology | Quarterly |
| | H. Capital Facilities | Quarterly |
| | I. Finance | Quarterly |

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

	J.	Human Resources	Quarterly
	K.	Enrollment Report-Summer Quarter	Quarterly
	L.	Budget and Legislative Developments	As needed
	M.	Marketing and Public Relations	As needed
1:30 PM	IV.	Information Item	
	A.	Governance System Update	James
1:50 PM	VII.	Action Item	
	A.	Tenure	Bangera
	B.	Sabbatical	Bangera
	C.	2017-18 Service and Activities Budget	Karim
	D.	Board Elections – Chair & Vice-Chair	Miller
	E.	Acting President	Miller
2:10 PM	VIII.	First Read	
	A.	2017-18 College Carry-over Budget	White
2:20 PM	IX.	Board Reports	
	A.	ACT Board of Directors	
	B.	ACT Legislative Committee	Miller
	C.	Foundation Liaison	Chin
	D.	Individual Member Reports	
2:35 PM	X.	Interim Presidents’ Report	Wakefield
2:45 PM	XI.	Unscheduled Business/Community Testimony	
2:55 PM	XII.	Business Meeting Adjournment	
		<i>Time and order are estimates only and subject to change.</i>	
3:00 PM	XIII.	BC Year-End Event	
		<i>Carlson Theater</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 April 26, 2017 at Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Mr. Steve Miller, Vice Chair, presided.

EXECUTIVE SESSION

The executive session was called to order at 2 p.m. Mr. Miller announced that there would be an executive session for approximately 45 minutes to discuss collective bargaining, and evaluate qualifications of an applicant for public employment or to review the performance of a public employee, and to discuss with legal counsel litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party. The executive session was adjourned at 3:00 p.m.

BUSINESS SESSION

The business session was called to order at 3:03 p.m.

I. **ROLL CALL**

Mr. Fukutaki, Ms. Heu-Weller, Mr. Miller and Interim President Jill Wakefield were present. Ms. Albay participated in the business session via conference call.

II. **CONSENT AGENDA**

Steve Miller made a motion to approve the consent agenda as amended to include tenure recommendations, sabbatical leave approvals, and the 2017-2018 services and activities fee budget. Merisa Heu-Weller seconded the motion. The motion passed.

Rich Fukutaki moved to approve the Special Meeting Minutes from March 9, 2017. Mr. Miller seconded the motion. The motion passed.

Rich moved to approve minutes. Motion approved.

III. **Information items:**

1. Presidential Transition. Jill Wakefield will complete her assignment at BC on June 30. Jerry Weber will begin the first of August. The board will appoint an acting president for the month of July.
2. President Wakefield introduced Bellevue's two WA State Academic Team award winners – Michael Cha and Michela Santi. She also introduced Lindsey Hainy, academic advisor for Phi Theta Kappa.
3. Update on 2017-2018 budget – Due to the fact that the legislature is still in session, and the Community College budget is not known, the budget presentation will be delayed. A continuing resolution will be presented to the board in June and the 2017-2018 budget will be presented to the board in September or October.

IV. **CONSTITUENCY Reports**

Associated Student Government (ASG) Report

Jessica Bagdasarov reported on her experience in Olympia this legislative session, where she represented BC students, as she advocated for higher education issues. Steve Miller thanked Jessie for visiting legislators with him and President Wakefield, noting her effectiveness in communicating the challenges facing BC and other community colleges.

Faculty Report

Tobi Rosenberg, Bellevue College Association of Higher Education, reported on the following items:

- Failure of state to provide pay increments.
- Difficulty in recruiting and maintaining faculty.
- Challenge of keeping up with living costs in Bellevue.
- More than half of faculty who have left over the past two years have left for reasons other than retirement.
- Tobi requested that the college use local funds to increase pay schedule..

Classified Staff

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

- As a result of ongoing frustrations with HR, WPEA have voted no confidence in Aaron Hilliard, vice president for human resources.
- Letter was delivered to President Rule a year ago to address this concern.
- Jeanna Shockley, WPEA Assistant Chief Shop Steward, listed concerns – 95% of WPEA classified staff voted in support of the vote of no confidence. 80% of staff participated.
- Mary Cox, shop steward, reported that HR does not have interest in staff. She requested that Mr. Hilliard be hands-off anything related to WPEA. If failure to see a firm decision by May 17, SPEA will escalate the matter.

Mr. Miller noted that personnel issues are the responsibility of the president. A letter to the trustees from the WPEA classified staff and stewards was handed to Dr. Wakefield for her follow through.

Foundation Report

Rebecca Chawgo reported:

- 18th annual Become Exceptional Luncheon
- Groundbreaking ceremony for on-campus housing, May 3, 11:00 a.m.
- Bulldog Baseball game, May 7
- BC Bingo, June 2

V. **MONITORING REPORTS**

The board reviewed the monitoring reports.

VI. **ACTION ITEMS**

A. First Read

1. Board Elections – Chair and Vice Chair
2. Tenure Review Committee Recommendations for (PUT THEIR NAMES HERE)
3. 2017-2018 S & A Fee Budget

B. Resolution –Bellevue College Affiliation with Achieving the Dream network

Bonnie Berry presented a resolution demonstrating the board’s commitment to participating in the Achieving the Dream network. She discussed ATD, which is a college-wide initiative to improve the success rate of every student. This recommendation comes to the college with campus-wide support. Bonnie discussed the process used to explore participation in ATD.

Motion Melissa move this board endorse BC joining and fully participating in ATD. Steve 2nd. Motion approved.

C. College Wide Benchmarks

Dr. Wakefield presented the list of college-wide benchmarks that were first shared with the board in November. The benchmarks have been reviewed and endorsed by the College Assembly. They set ambitious goals in Retention, Persistence, Completion, Transfer and Student Satisfaction.

Rich Fukutaki moved that Bellevue College adopt College-wide Benchmarks. Merisa Heu-Weller seconded the motion. Motion passed.

VII. **INTERIM PRESIDENT’S REPORT**

Jill Wakefield noted that the State Auditor’s exit meeting will be held within the next two weeks. Board members are invited to attend the exit meeting.

VIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Kent Stanford, president, WPEA, representing classified staff

1. Kent Stanford: Pres Wakefield and he have discussed labor issues and ways to address. Classified staff do not feel respected. He noted that BC has an excellent classified staff.
2. Paul Zurret (WFSE): Represent facilities and maintenance staff. Most of the custodians been here over a decade. In 2008, the college had 35 FT custodians. In 2013, that number was reduced to 22 FT custodians. Changes were made to schedules without proper notification. After many

discussions and deliberation, there has been no resolution. Schedule changes are pointless and disrespectful to employees. Please look at staffing levels.

3. Anna Vosk: Regarding vote of no confidence. Members' issues cannot wait for the new transition. When HR is not functioning properly, there is no way to address issues. About a year ago concerns were presented to Dr. Rule. Six months ago presented to board. Ongoing conversations with Dr. Wakefield. We are not seeing enough changes for the better.

IX. ADJOURNMENT

There being no further business, the meeting of the Board of Trustees adjourned at 5:05 p.m.

Lisa Chin, Chair
Board of Trustees

ATTEST:

Julie Werner
Acting Secretary, Board of Trustees
Community College District VIII

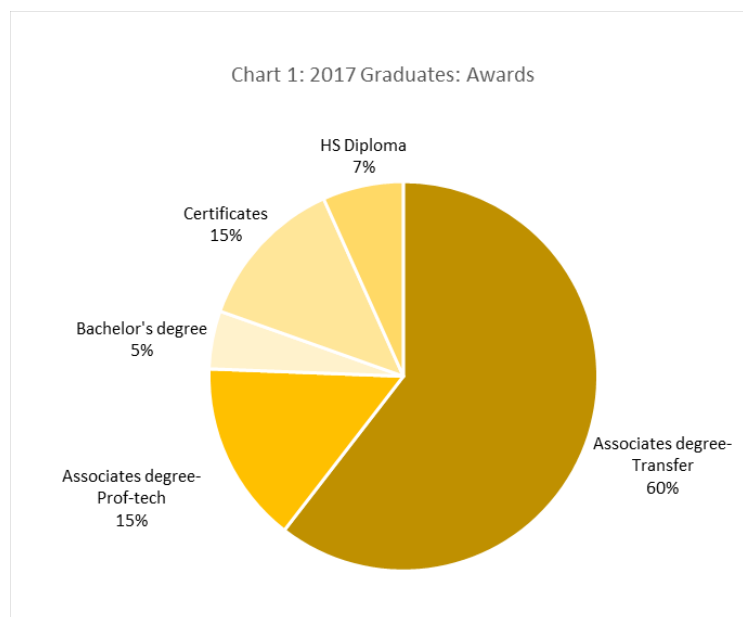
STUDENT SUCCESS

THE BELLEVUE COLLEGE GRADUATING CLASS OF 2017: ACHIEVEMENT MILESTONES

As of May 17, 2017, 2,160 Bellevue College students had submitted applications to receive a Bellevue College diploma, certificate, or degree. These students are the Graduating Class of 2017. Some of these students are receiving multiple awards for their efforts, including 163 high school students who are also receiving an associate degree.

Chart 1 shows the distribution of awards earned by BC graduates this year.

- 80% of the awards are for associate degrees
- 80% of associate degrees are for transfer
- 15% of students earned a certificate which is an increase over previous years.



BC enrolls more Running Start students each year and they are graduating at a higher rate: 324 students earned an associate degree, up from 173 last year and from 63 in 2015.

Class of 2017: What it took to succeed

The path to earning a BC award often involves many stops and starts for students. And, in some cases, students earn one award only to return later for another. In addition, students begin college with varying levels of preparation. Starting from the first time attending BC, the class of 2017 graduates includes:

- 3% who were enrolled in at least one Adult Basic Education, English as a Second Language, or GED course at BC
- 33% who took at least one developmental math or English course
- 6% who earned credit through Tech Prep prior to attending BC
- 3% who earned credit through BC's College in the High School program

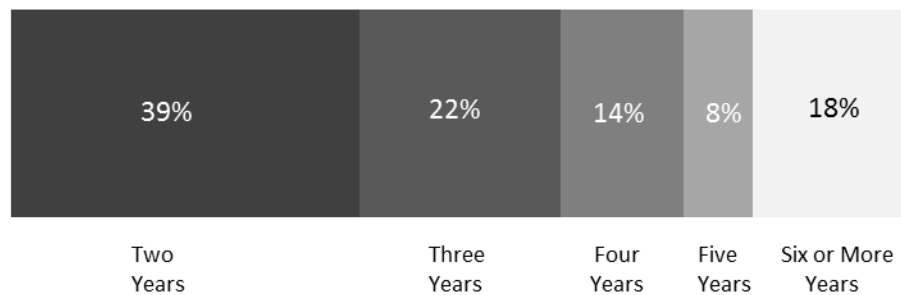
STUDENT SUCCESS

And, finally, it is important to celebrate the persistence BC graduates demonstrate, because the notion of a two-year degree or a one-year certificate is misleading when one cannot attend college on a full-time basis.

Chart 2 shows the time to degree for the 2,160 graduation applicants from the very first college-level class taken at BC .

- Over 60% took their first BC class within the past three years.
- Nearly one-fifth started six or more years ago.
- One student took his/her first BC class in 1984.

Chart 2: Time From First BC Class to 2017 Graduation



Class of 2017: Fun Facts

- BC's 2,160 graduates have 1,704 last names. The most common is Nguyen (28) and 1,308 students have last names unique among graduates.
- BC's graduates have 1,339 first names. The most common is Michael (20) and 881 students have unique first names among graduates.
- The most common birthdays among graduates are February 25th, June 13th, June 24th, October 14th, and November 5th with 13 each.
- The most common birth date is November 5, 1995, with 5 graduates sharing that birthday.



STUDENT SUCCESS

Report by: Alec Campbell, Director of Research and Analysis, Effectiveness and Strategic Planning
alec.campbell@bellevuecollege.edu

Submitted by: Patricia James, Associate VP, Effectiveness and Strategic Planning
patricia.james@bellevuecollege.edu

INSTRUCTION



FULBRIGHT SCHOLARS

Key Points

- The Office of Instruction at Bellevue College has partnered with departments across campus to bring two international scholars to campus through the Fulbright Scholars program, a program of the United States Department of State Bureau of Educational and Cultural Affairs.
- The first scholar was a short term visitor who came to Bellevue College through the Fulbright Scholar Program's "Outreach Lecturing Fund" which helps Fulbright scholars who are already in the United States to visit additional academic institutions.
- Dr. Sdam Kowalik, who chairs the post-graduate studies Strategic, market, and competitive intelligence program at Kozminski University in Poland, came to campus on May 9th. Dr. Kowalik is currently a Fulbright Senior Visiting Scholar at the National Defense University in Washington, D.C. His work focuses on using business wargaming.
- Dr. Kowalik met with faculty, staff and students over the course of his day on campus. His sessions included:
 - A faculty development session entitled "How to Create an Active Learning Environment (Practical Examples, Lessons Learned, Best Practices),"
 - A faculty and staff focused session on "Elicitation Techniques: How to Talk to People to Obtain Valuable Information," and;
 - A student focused session on "Market and Competitive Intelligence: How to Analyze the Market to Outsmart the Competitors."
- Dr. Kowalik also met individually with a faculty for informal conversation and lunch. Faculty had high praise for Dr. Kowalik's visit:

"In the student/faculty sessions, he pushed us out of our comfort zones to explore interesting data/information gathering techniques." – Carl Freeberg, Assistant Professor, Business Intelligence.

"As a design instructor, I'm experienced at creating active learning in studio-based classrooms, but he taught me how to bring a similar approach to my lecture classes. I've been transitioning an online class to a blended delivery hybrid, looking specifically at how to create more engaging learning when students meet once a week, and I'll be referring to the notes I took for some immediate testing in that class." – Dan Beert, Chair, Interior Design

Next Steps

- The second scholar will arrive in September, 2017 through the Fulbright Scholar in Residence Program and stay for two academic quarters. Mr. James Riggall, from Tasmania, Australia, is an

INSTRUCTION



expert in human interface technology, which incorporates distance learning through virtual and augmented reality.

- Mr. Riggall will teach in iBIT, guest lecture in Communication Studies, work the library and the RISE Learning Institute to help build the Collaboratory and future makerspace, and collaborate with the Pacific Science Center in Seattle and the Queen Victoria Museum and Gallery in Tasmania to create a joint exhibit where museum goers in each location can share a virtual reality experience. He also will work with the Bellevue Boys and Girls club, TESLA high school in Redmond and the Rainer Scholars.
- The support of these two scholars has been a team effort. Team members include:
 - Bruce Wolcott- Adjunct in Communication Studies
 - Katherine Oleson, Faculty and Program Chair, Communication Studies.
 - Carl Freeberg, Faculty, Business Intelligence
 - Brandon Lueken- Grants Coordinator
 - Michael Reese- Director, RISE Learning Institute
 - Rebecca Cory- Associate Dean, Office of Instruction
 - Maggie Harada, Dean, Arts and Humanities
 - Jody Laflen, Dean, iBIT
 - Vivienne McClendon- Dean, Library.

Report by: Gita Bangera, Interim Vice President of Instruction
gita.bangera@bellevuecollege.edu

ECONOMIC & WORKFORCE DEVELOPMENT



CENTER OF EXCELLENCE FOR INFORMATION AND COMPUTING TECHNOLOGY (COE)

Key Points

- COE hosted the 2017 IT Futures Summit for Washington community colleges.
- Panel discussions were held exploring disruptive technology (with a strong emphasis on robotics/Artificial Intelligence (AI)).
- Mark Neufville of Spokane Falls performed a robotics demonstration.
- There was a review and discussion of IT programs, challenges, strengths, and new program and degree developments.
- Maureen Majury, M.Ed., discussed the curriculum development, a robotic/AI survey course, and the work-to-date with a proposed robotic/AI AA/BAS.
- The COE has become active in the Regional IT Collaborative which involves convening King County community colleges, the Workforce Development Council (WDC), Community Based Organizations (CBO), and other interested parties in creating a centralized solution to leverage the collective strength of the community college IT programs to develop talent for the IT Sector.

Next Steps

- Seek feedback from participants from the 2017 IT Futures Summit to inform improvements for next year.
- Solidify mission, vision, goals and priorities for the Regional IT Collaborative.
- Develop branding and website for Regional IT Collaborative.

Report by: Albert Lewis, Vice President
albert.lewis@bellevuecollege.edu

STUDENT AFFAIRS



REDUCING BARRIERS TO ADMISSIONS

Student Affairs division continues to work towards reducing barriers to access, recruitment, retention and student success. The latest effort will increase the number of students admitted to Bellevue College by redesigning the application and placement and testing fee collection step from upfront to at time of enrollment. Last year **3663 admission applications** were left pending because prospective students did not pay the application fee.

Current Approach

1. Losing students interested in Bellevue College at the first step of the application process
2. Services to prospective students not available without student identification number
3. Potential loss of FA eligible students unable to pay the upfront fees
4. Negatively impacts enrollment in a down trending enrollment environment

Redesigned Approach

Starting July 1, 2017, payment of the admission application and placement and testing fee will be deferred to the end of the enrollment process. This will allow the following benefits:

1. Remove financial barriers to admission and enrollment
2. Increase number of admissions by 30%
3. Establish communication with prospective students who apply, but do not enroll
4. Streamline entry process for students – reduce number of times needed to come back to campus
5. Align with College and Student Affairs Strategic Plan Goals and Objectives
6. Financial Aid eligible students will not have to pay the admissions and assessment and placement fee out of pocket
7. Services dependent on student identification number will be accessible to students immediately on admission to college
8. Improve enrollment numbers in an otherwise down trending enrollment environment

Next Steps:

- Implement change July 1, 2017
- Track and outreach to students who start but do not complete the admission application to increase application completion or understand reasons why student discontinued the application process
- Earlier outreach to students with information about Financial Aid Collect and analyze faculty survey data and develop international faculty development program

Report by: Ata U. Karim, Vice President of Student Affairs, ata.karim@bellevuecollege.edu

EQUITY AND PLURALISM (OEP)

Key Points

1. Achieving the Dream (ATD)

- Bellevue College was selected to be one of the Achieving the Dream Colleges. The OEP will lead this initiative with BC faculty and staff.
<http://achievingthedream.org/>

2. Title IX Office

- T9 team has been trauma informed trained (neurobiology of trauma and trauma informed questioning), which is a required training for anyone involved in investigations, adjudication, etc.
- The T9 Office has updated brochures that are ready for distribution.
- T9 is working on creating a campus team to address student trends, trainings, and bystander intervention.
- Camp Casey group has gotten together to work on bystander intervention training for students on and how to report T9 concerns campus; one of the T9 team members will be training the Camp Casey student mentors.
- Processing 200+ cases for submission as part of a public records request.
 - Have 75+ active cases since the start of the calendar year.
 - Some include coordination with local and/or federal law enforcement, school districts and universities
- T9 speaking engagements/requests:
 - Power of One conference – professional track session speaker
 - American Association of University Women (AAUW), monthly featured speaker

Key next Step

1. In June, several delegates from BC will attend the 2017 ATD cohort kickoff. Goals, objectives, and measures will be framed with accountability included.



EQUITY AND PLURALISM (OEP)

2. Several faculty and staff will collaborate to provide a summer ATD 101 workshop here at Bellevue College for any interested BC employees to attend. The planning group will determine date for the summer ATD workshop.
3. Throughout fiscal year 2017-2018, the planning group led by this office will offer mini-ATD workshops and updates on campus.

Report by: Sayumi Irej, Interim Vice President for Diversity
sirey@bellevuecollege.edu

Key Points

Events

More than 150 fans and guests attended the Bulldog Baseball game on Sunday, May 7, where the Foundation hosted complimentary hotdogs and beverages. And in honor of Pride month, the BC Foundation will host BC BINGO on June 2 at 6 p.m. The event will feature gourmet carnival food, beverages, and Waxie Moon, a “boylesque” performer extraordinaire who will spin the Big Wheel.

The groundbreaking ceremony for the new student housing facility May 3 was well attended and received some nice coverage in The Bellevue Reporter: www.bellevuereporter.com/news/bellevue-college-breaks-ground-on-student-housing/

Fundraising & Alumni

BC Foundation’s Become Exceptional Luncheon was a tremendous success and exceeded its revenue goal with contributions of \$253,000. BC Foundation and KBCS also participated in the Seattle Foundation’s GiveBIG drive, and saw higher returns than last year. To date, BC Foundation has secured contributions of over \$1.8 million, representing 137% of the revenue goal for this year.

The BC Alumni Association website page has launched: www.bellevuecollege.edu/foundation/alumni. The Foundation will give all graduates Alumni keychains before commencement, and is also providing special blue and orange cords to all BCF scholarship recipients.

Programs

Lockwood Innovation Grants were awarded to three faculty projects; Lisa Lapointe (Library) for Safe Space Training at Bellevue College, Jennifer Prekeges (Nuclear Medicine Technology) for Department of Transportation Recurrent Training, Bruce Wolcott (Faculty Commons) for “Interactive Worlds” Virtual Reality Collaboration Project for the BC eLearning. BC Foundation Scholarship recipients have been selected and will be notified by June. During the festivities for the Year-End Celebration June 7, the Margin of Excellence Award recipients will be recognized.

Marketing Services

The team is wrapping up a virtual 'walking' tour that offers interactive, 360 degree panoramic views of the campus. Campus tours have been consistently rated as a key factor in enrollment decisions.

The fall digital advertising campaign is well underway, with nearly 500,000 impressions garnered to date. The campaign has been particularly successful with the 'High School Undecided' and 'Out of School, Returning' demographics. The team also produced a 26-page glossy magazine, *Exceptional*, that will be delivered in early June.

Report by: Dr. Gayle Colston Barge, VP Institutional Advancement
gayle.barge@bellevuecollege.edu

FINANCIAL REPORT

FOR PERIOD DECEMBER 31, 2016 TO MARCH 31, 2017.

1. How has the financial environment changed since the current budget (June-16) was built?

- The enrollment trend continues to be the largest change in the college's financial environment since the 2016-17 budget was built. Running Start enrollment has partially offset a decline in state enrollment. Total FTE's for State, International, and Running Start were roughly even with last year's total.

2. How do actual revenues and expenditures compare to budget?

- Operating tuition is comparable to budget year-to-date. The college will not have excess enrollment which is under budget due to both a drop in state enrollment and an increase in the college's allocation target.
- Operating expenses increased by about \$3.65M YTD over last year and were consistent with approved budget.
- Proprietary revenues are lower than budget year-to-date with revenues in some cases tracking the decline in enrollment.

3. Are there reasonable explanations for significant variances?

- Grants and Contracts revenues reflect lower revenue and expenses due to the ending of several Department of Labor grants and a decline in activity of a BFET grant. Expenses reflect a decline as well due to last year's mid-year budget request expenses which were supported in the grants and contracts fund.



BELLEVUE
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FINANCIAL REPORT

YTD Revenue and Expenses for Operating & Proprietary Funds For the Period Ending MARCH 31, 2017						
		FY 17 BUDGET	FY 17 ACTUAL	FY 16 ACTUAL	Actual % of Budget YTD	
OPERATING FUND:						
STATE OPERATING	ALLOCATION	\$32,783,748	\$21,634,339	\$20,260,049	65.99%	
	REVENUE	\$20,980,768	\$21,890,879	\$21,614,997	104.34%	
	RESERVE	\$3,090,829	\$2,792,920	\$1,185,496	90.36%	
	EXPENSE	\$56,855,345	\$43,809,115	\$40,155,704	77.05%	
DEDICATED LOCAL						
	REVENUE	\$17,807,048	\$14,904,510	\$15,297,765	83.70%	
	EXPENSE	\$17,807,048	\$10,913,497	\$11,689,447	61.29%	
GRANTS & CONTRACTS						
	REVENUE	\$24,180,638	\$19,430,170	\$21,100,402	80.35%	
	EXPENSE	\$24,180,638	\$11,227,327	\$12,186,477	46.43%	
PROPRIETARY:						
	REVENUE	\$17,134,781	\$12,312,682	\$12,672,906	71.86%	
	EXPENSE	\$16,981,361	\$11,553,240	\$11,257,924	68.03%	

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

REGULAR MEETING AGENDA ITEM

TENURE REVIEW COMMITTEE RECOMMENDATIONS FOR THE 2017-18 ACADEMIC YEAR

INFORMATION

DISCUSSION

ACTION

Description

A recommendation from the Tenure Review Committee concerning two 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 that the faculty candidates listed below be granted tenure.

Key Questions

- * Have the 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 the probationary candidates?
- * Has the pertinent documentation for the 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 probationary candidates for the 2017-18 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

The tenure timeline for these candidates is "off-cycle" by one quarter due to approved leaves of absence. To facilitate review by members of the Board of Trustees, an electronic notebook containing all pertinent documents for the tenure candidates in .pdf format has been distributed to each board member on a thumb drive.

Recommendation/Outcomes

Recommendation: That the Board of Trustees of Community College District VIII hereby grants tenure, effective winter quarter 2018, to the following:

Jennifer Le	Social Science (Sociology)
Nan Ma	Arts & Humanities (English)

Prepared by: Dr. Gita Bangera, Interim Vice President of Instruction
gita.bangera@bellevuecollege.edu

REGULAR MEETING AGENDA ITEM

SABBATICAL LEAVE AUTHORIZATION FOR THE 2017-18 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 2017-18 academic year?
- * What is the President's recommendation regarding the granting of sabbatical leaves for the 2017-18 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 April 26, 2017 Board meeting, Board members were informed that the Sabbatical Leave Committee had received requests from nine (9) faculty members for sabbatical leaves during the 2017-18 academic year. The Sabbatical Leave Committee recommended leaves for nine (9) individuals and one carry-over request from 2016-17 for a total number of quarters equivalent to 4.67 FTEF.

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 20.3.6). The number of leaves granted is subject to fiscal and budget constraints and the calculation of potential cost of replacement.



REGULAR MEETING AGENDA ITEM

The Sabbatical Leave Committee has ranked the nine (9) requests and submitted its recommendation to the President. The President recommends that the Board of Trustees grant nine (9) sabbatical leave requests equivalent to 4.67 FTEF, at the cost of \$142,355 for the 2017-18 academic year.

Background/Supplemental Information

Sabbatical Leave Requests for 2017-18 Summary

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII concurs with the recommendation of the President and authorizes sabbatical leaves equivalent to 4.67 FTEF, at the cost of \$142,355 for the 2017-18 academic year.

Prepared by: Dr. Gita Bangera, Interim Vice President of Instruction
gita.bangera@bellevuecollege.edu



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, 2017. Bellevue College bylaws and Washington state RCW 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 2017-18 academic year?

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. RCW 28B.50.130 mandates that "...it shall elect from among its members a chair and vice chair, each to serve for one year, and annually thereafter shall elect such officers to serve until their successors are appointed or qualified."

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII elect a Chair and Vice Chair for the 2017-2018 term commencing on July 1, 2017 and ending on June 30, 2018.

Prepared by: Jill Wakefield, Interim President
Jill.wakefield@bellevuecollege.edu