



BOARD OF TRUSTEES
COMMUNITY COLLEGE
DISTRICT VIII



June 21, 2019
Regular
Meeting

**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 Friday, June 21, 2019. The business session will begin at 11:00 AM. Merisa Heu-Weller, Chair, will preside.

REGULAR BOARD MEETING AGENDA

- | | | |
|----------|--|--|
| 11:00 AM | EXECUTIVE SESSION (A201)
The Board will be meeting in executive session to evaluate the performance of public employees, to discuss evaluations of the Board and the President, and to discuss matters with legal counsel regarding potential litigation and collective bargaining. | |
| 1:00 PM | BUSINESS SESSION (B201)
I. Call to Order
II. Roll Call and Introductions
III. Consent Agenda
A. Approval of Agenda for June 21, 2019
B. Approval of Meeting Minutes from June 5, 2019 | |
| 1:15 PM | IV. Action Items
A. HS 21+ World Languages Exception
B. Services & Activities Fee Budget
C. 1280 Commitment to Sustainability
D. 2019 – 2020 Board Meeting schedule
E. Capital Projects Expenditures
F. Final Operating Budget
G. President’s Contract
H. Board Reorganization | Jones
Jones
Viens
Weber
Curran
Curran
Heu-Weller
Heu-Weller |
| | V. Information Item
A. Student Success Center | Ivelisse |
| 2:15 PM | VI. President Report

VII. Board Report

VIII. Unscheduled Business and Community Testimony | |
| 2:30 PM | XI. Adjourn for Business | |

Please note: Time and order are estimates only and are subject to change.

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



A meeting of the Board of Trustees of Community College District VIII, state of Washington, was held on June 5, 2019 at Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Merisa Heu-Weller, Chair, presided.

BUSINESS SESSION

The business session was called to order at 11:24 a.m.

I. **ROLL CALL**

Ms. Morrow, Mr. Leigh, Mr. Dietzel, Dr. Chin, Mr. Fukutaki, Ms. Heu-Weller, Mr. Marvin, and President Weber were present.

II. **CONSENT AGENDA**

Trustee Dietzel made a motion and Trustee Fukutaki seconded to approve the consent agenda. The motion passed unanimously. Agenda & minutes were approved.

III. **CONSTITUENT REPORTS**

A. Foundation – Rebecca Chawgo

- Rebecca Chawgo reminded everyone about the year-end event, and BC Bingo on Friday, June 14th, which will be in a new location in the Gymnasium.
- Chawgo invited the Board of Trustees to the BC Alumni Association event. The BC Alumni Association is partnering with the UW Alumni Association for the first “You now run in both packs” event on Friday, June 21st at 1pm, in the Cafeteria.
- Chawgo shared that the Foundation has received two grand piano donations and may receive a third piano.
- The Foundation is in final negotiations on a real estate transaction, which will result in a \$250,000 gift.

B. Associated Student Government (ASG) – Nathan Levi

- The first Student Awards Recognition Gala was huge success. All tickets sold out. Levin thanked Dr. Weber for helping make the event possible.
- The ASG will be filling new council chairs soon.
- Levi shared information about changes to be made to ASBC Constitution and By-Laws. The proposed changes were provided to the Board of Trustees with redlined items indicating where changes are to be made. Dr. Jones indicated that these changes will be reviewed and brought to the Board in the fall.

- Trustee Chin shared that she was impressed with the Student Awards Recognition Gala and commented that no one could have known that this was an inaugural event. Chin's favorite part was that all attendees celebrated each award winner.

C. Classified Staff Report – Mike Ortiz appeared for Becky Turnbull, representing classified staff.

- Ortiz thanked Dr. Weber for resolving a situation, and for coming to Bellevue College and getting to know the classified employees.

D. Faculty – Sue Nightingale appeared

- Nightingale reported that it has been a busy year, with the current focus on hiring at the Dean level.
- She reminded everyone that Ray White promised the opening of Student Success Building would provide new work space for faculty.
- All staff are excited about the cost of living increases coming in July.
- For first time ever, she looks forward to bargaining as all think creatively about the process. She hopes it will help with retention of nurse educators.
- She shared that all faculty are glad Commencement is on campus again.

IV. FIRST READ ITEMS

A. HS 21+ World Languages Exception: Daryl Haynes

Bellevue College's HS 21+ program is developing an appropriately scaled world language curriculum in conjunction with BC's Adult Basic Education curriculum standards. While HS 21/HSC students are required to complete the total number of credits for graduation, they are not required to complete the 2.0 credits in World Languages. The implementation of the 2.0 credit World Language requirement is to be effective by 2021.

- Daryl Haynes and staff explained the need for the policy.
- This is a state level requirement that all CTCs need to apply to the Legislature for a graduation requirement waiver and BC is following suit with high schools by requesting the same waiver, which requires students have two years of foreign language. School districts have requested that the requirement be waived, not actual credits, and make it an elective. This will allow time for schools to adjust and implement options for world language requirements.
- At the CTC level, Bellevue College does not have this option yet, and the State Board has not provided standards yet, so we are seeking to adopt temporary waiver.
- This is an essential piece in attracting and keeping students in this Program.

B. **Services & Activities Fee Budget:** Kristen Jones, Mike Kaptik and Nathan Levi

RCW 28B.15.044 for 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 faculty and one classified staff.

- The Committee received \$3.5 million in requests. Its budget is \$2.8 million in funds. To ac the large number of requests, they decided to use reserves, and develop a budget that is 9% larger than last year. They are looking to allocate just over \$3 million.
 - Trustee Hue-Weller asked if hard choices needed to be made.
 - Nathan Levi shared that international travel expenses were trimmed.
- Trustee Dietzel asked about the use of \$177,000 of reserves. What is the total reserve? Dietzel requested to have this information available at next Board Meeting.
 - Nathan Levi responded that \$177,000 came from a number of locations, but did not have detail.

C. Final Operations Budget: Jim Craswell

The Bellevue College Operating Budget for fiscal year 2019-20 was presented to the Board of Trustees for consideration. The budget is scheduled to be approved at the June 19th, 2019 meeting. To assist the Board, Craswell highlighted the following:

- The operating budget details. A PowerPoint presentation has been made available on the Board of Trustees SharePoint Board site.
- The good news is that state tuition will increase 2.4% next year. Running Start tuition will also increase 4.3%, the second year in a row that tuition for this program will rise. Craswell stated that increases of this kind should not be expected in future years. .
- Another bit of good news is that running start enrollment will increase 9%.
- The bad news is that we are expecting another year of nearly 1% decline in state enrollment, 9.3% decline in international enrollment. Collectively, the rise in running start enrollment along with the decreases in state and international enrollments will mean an overall slight decrease in total enrollment.
- Staff are to receive a 3% COLA and a 5% King County premium raise in pay. The COLA will be essentially fully funded.
- With enrollment on a decline and staffing on an increase, the college's financial position is not sustainable. To adjust:
 - We are adjusting budgets based on historical data.
 - We will sweep lapsed salaries. As vacancies occur, decisions will be made about re-filling positions.
 - We are looking at 1% reduction in full-time staff and a 1% reduction in faculty classroom staff.
 - In the past, capital maintenance projects have been paid for by what is left over at the end of budget year. Craswell was glad to report that this year capital maintenance projects are built into our operating budget.
 - We have also asked for a waiver of BC Policy 7710, which states that we have a contingency fund of 3% of the total budget each year. We have

requested that this amount be reduced from 3% to 2% or \$2.7 million to \$1.9 million. , The rationale is that as we get more reality based in our budgeting, we will be more prudent with our spending and will need less contingency funding.

- Trustee Dietzel shared that it warms his heart to see the operating budget and the increase in faculty compensation. The College did not have a projection model last year. He stated that the staff did a great job of creating the model and this shows good progress.
- Trustee Dietzel commented that regarding minor capital projects, it is a great strategy to put aside \$2 million. He wants to reach a place where you can fully fund capital.
- Trustee Dietzel commented on the one time fiscal year expenses of 1.6 million. He understands why BC is doing this, but does not like it. This is a good strategy for handling downscaling, but is not happening as fast as is needed. This is hard work, and the slower you go, the harder it is.
- Trustee Dietzel understands why we are proposing the 2% contingency fund, but would like to see that back to 3%. Last year, we did not have this context, and had a hard problem last year, so great job in highlighting this information. Keep up the great work.
 - President Weber commented that we aware that we need to make strong adjustments in budget. We will start a new budget development project and are hoping to implement more significant changes.
- Trustee Chin echoed Trustee Dietzel's words of thanks.
- Trustee Fukutaki pointed out that hard copy versus electronic numbers were different. Craswell replied and confirmed that the correct numbers are included in the PowerPoint detail.

A. 1280 Commitment to Sustainability, Rob Viens

This new policy describes the college's values around sustainability. It serves a purpose similar to BC's Affirmation of Inclusion, which conveys the college's values regarding equity and inclusion. It clearly communicates the importance of sustainability to social justice and guides all college employees and students to be good stewards of college resources and people. It asks that all members of the college community consider the impacts of individual actions on future generations, society, and the global ecosystem.

- This Policy will prepare students to work on solutions around issues of justice and sustainability, and will demonstrate a commitment to social Justice and sustainability by making this a cornerstone of Bellevue College policy.

LVIII. **ACTION ITEMS**

- A. Policy 2210, International High School Completions: RaeEllen Reas was withdrawn.

- B. Policy 2500, Accommodations for Students with Disabilities: RaeEllen Reas

It was moved by Trustee Leigh and seconded by Trustee Dietzel that the Board of Trustees of Community College District VIII concurs with the recommendation of the president and authorizes Policy 2500.

The motion passed unanimously.

C. Policy 3010, Course Repeats: RaeEllen Reas

It was moved by Trustee Morrow and seconded by Trustee Leigh that the Board of Trustees of Community College District VIII concurs with the recommendation of the president and authorizes Policy 3010.

The motion passed unanimously.

D. Policy 3100, Credit by Examination: RaeEllen Reas

It was moved by Trustee Dietzel and seconded by Trustee Chin that the Board of Trustees of Community College District VIII concurs with the recommendation of the president and authorizes Policy 3110.

The motion passed unanimously.

E. Policy 3110, Awarding Non-Traditional Credit: RaeEllen Reas

It was moved by Trustee Chin and seconded by Trustee Leigh that the Board of Trustees of Community College District VIII concurs with the recommendation of the president and authorizes Policy 3110.

The motion passed unanimously.

F. Policy 6880, Student Records: RaeEllen Reas

It was moved by Trustee Morrow and seconded by Trustee Leigh that the Board of Trustees of Community College District VIII concurs with the recommendation of the president and authorizes Policy 6880.

The motion passed unanimously.

G. Off-Cycle Tenure: Kristen Jones

It was moved by Trustee Fukutaki and seconded by Trustee Chin that the Board of Trustees of Community College District VIII concurs with the recommendation of the president and authorizes Off-Cycle Tenure for George Juszynski.

The motion passed unanimously.

LIX. **INFORMATION ITEMS**

A. Marketing – Katherine Hall

- Katherine Hall shared that BC is focusing on core marketing themes and implementing consistent brands. We have increased stories in social media by 22%, especially within top online outlets such as 425 magazine and the Seattle

Times, and have published print articles as well in 425 magazine, including the article featuring President Weber as a thought leader.

- Our social media channels give prospective students a window into BC student life. The Visit Virtual Tour is used to bring in new students and has been successful.
- We are implementing a marketing calendar, which will assist with internal processes.
- The foundation of our marketing has been on our quarterly campaigns. Within those campaigns, we have set benchmarks and now have dedicated webpages.
- Institutional Advancement won a national award for a direct mail piece.
 - President Weber talked to the Board about the strategic review, and this is an area that we will do a deeper dive into moving forward.
 - Trustee Heu-Weller asked if there ways that the Board can be supportive with international challenges in coming year?
 - Hall's response is that yes, you can help with CRMs.
 - Trustee Fukutaki asked what the conversion rate means?
 - Hall responded that the conversion rate shows how many of the students who used the Virtual Tour have applied, asked for more information or inquired about additional information. Conversion numbers are good.

B. Student Success Report — iBest

- Eric Nacke, Claudia Castle and Eiko Niebuhr presented the iBest Program via a PowerPoint presentation and students shared personal stories.
- This is a state-supported program for basic and transitional studies designed to accelerate pathways for pre-college students.
- This Program can increase opportunities for students toward receiving higher wages and more advancement in career and college paths.
- The Program is developing and seeing growth each year.
 - Trustee Fukutaki asked students how they found the Program.
 - One student shared that a Navigator came to class and the other shared that her husband did a website search.
 - Trustee Fukutaki asked how many students are in the program each year. Nacke replied that there are about 75 students.
 - Trustee Fukutaki asked what the full potential of the program is and what limits the Program?
 - Eric Nacke responded that funding and staffing are the elements that limit growth in the Program. Nacke has been working toward one new pathway each year, and believes that he could grow the Program more.
 - Trustee Leigh asked how did you select the new Accounting Program?
 - Eric Nacke stated that they assessed the number of students interested and then used a lot of collaboration. .

- Trustee Dietzel went to the BaTS graduation last year and noticed that students were thrilled. This was great to see. He asked what we can do as a college to send more to that graduation ceremony.
 - Eric Nacke hopes to expand more pathways and make sure there are support for students to get there.

LX. **PRESIDENT’S REPORT**

- Bellevue College will host the PIN Conference this fall. Jean D’arc Campbell and team are coordinating this conference. Anthony Scalcito and Dan Brickman, Microsoft executives, will speak at the Conference. Attendees will be arriving from around the world.
- The League for Innovation Conference will be in Seattle in March 1 through 4, 2020. Dr. Gayle Barge will be working on details for this Conference.
- Thank you to Sue Nightingale and Greg Dietzel for legislative efforts. We sent the Thank You video to legislators.
- We will be receiving additional funds for Guided Pathways (\$100,000) and there will be much more funding in the following year for Guided Pathways.
- President Weber went to a meeting last night with a new CEO Group. This Group has kicked off discussion around housing, transportation and other regional issues and includes CEOs from REI, Microsoft, Aegis, Symetra and Microsoft. We are talking about these ideas and may consider public/private partnerships.
- President Weber reviewed the tentative 2019 – 2020 Board schedule with comments about potential changes.
 - Trustee Chin would like to see potential topics noted on the schedule.
 - Trustee Heu-Weller would like to do deep dive on sustainability. Rob Viens spoke to upcoming sustainability work on campus.
 - The President’s Office will send a revised board meeting schedule, and will present final scheduled for approval at June 21st meeting.
 - Kristen Jones solicited ideas from Board Members for the standing Student Success reports.

LXI. **BOARD REPORTS**

- A. The ACT Trustee Conference was a success. Trustee Dietzel was appointed as one of the two Legislative Leads for the State, and Trustee Fukutaki has been appointed to the Association of Community Colleges Trustees’ Diversity and Equity Committee. Trustee Leigh was nominated from the floor for the Nominating Committee, which is a gateway to the Board. Also, Teassa Chism was honored as Faculty of the Year at the Conference. She gave a heartwarming speech, which is available on video.

LXII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

There was no unscheduled business or community testimony.

LXIII. **ADJOURNMENT**

There being no further business, the meeting of the Board of Trustees adjourned at 1:04 p.m.

Merisa Heu-Weller, Chair
Board of Trustees

ATTEST:

Kim Richards
Secretary, Board of Trustees
Community College District VIII

DRAFT

TEMPORARY WAIVER FROM HIGH SCHOOL GRADUATION REQUIREMENTS

INFORMATION

FIRST READ

ACTION

Description

Bellevue College's HS 21+ program is developing appropriately scaled world language curriculum in conjunction with BC's Adult Basic Education curriculum standards. The HS 21/HSC students are required to complete the number of total credits, but not required to complete the 2.0 credits in World Languages. The implementation of the 2.0 credit World Language requirement is to be effective by 2021.

Key Questions

- * What impact will the waiver have on Bellevue College?
- * How will this waiver serve more students?
- * How will this waiver remove barriers to student success and access to career readiness skills to better ensure success beyond academic settings?

Analysis

We are currently able to implement the all the graduation requirements, except for the World Language requirement. Our program is aligned to state graduation standards and in order to serve the students of our district partners, we are requesting the waiver in order to develop an appropriate world language curriculum for the HS 21/HSC program.

We have courses available that fully meet the graduation requirements in all content areas, except World Languages. Our program has developed high school level courses based on OSPI curriculum standards that fulfill all credit requirements for the 24 credit high school diploma. Additionally, student that meet eligibility requirements may take college-level coursework that transfers back into their high school diploma program. At the request of the participating districts which have implemented CCR graduation requirements for those classes prior to 2021, we are fully able to offer the 24 credit diploma option.

Background/Supplemental Information

See the attached waiver application.

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves a waiver in conjunction with BC's Adult Basic Education curriculum standards where HS 21/HSC students are required to complete the number of total credits, but not required to complete the 2.0 credits in World Languages.

Prepared by: Dr. Kristen Jones, Provost for Academic & Student Affairs
kristen.jones@bellevuecollege.edu

Resolution

Bellevue College, according to RCW 28A.230.090 (1)(d)(ii) authorizes school districts, private schools, and community colleges to apply to the State Board of Education (SBE) for a temporary waiver from the career and college ready graduation requirements directed by Chapter 217, Laws of 2104 (E2SSB 6552) beginning with the graduating class of 2020 or 2021 instead of the graduating class of 2019.

Bellevue College is requesting a waiver for the two credits in World Languages for our high school completion program. We have developed courses for our HS 21+ program that fully meet the graduation requirements in all content areas, except World Languages. Our program has developed high school level courses based on OSPI curriculum standards that fulfill all credit requirements for the 24 credit high school diploma. Additionally, students that meet eligibility requirements may take college-level coursework that transfers back into their high school diploma program.

Bellevue College's HS 21+ program is currently developing appropriately scaled world language curriculum in conjunction with BC's Adult Basic Education curriculum standards. We should be ready to implement the 2.0 credit World Language requirement by 2021. The requested waiver will cover students from the graduating class of 2019 and 2020.

Bellevue College Board of Trustee Chair/Superintendent:

Merisa Heu-Weller
Chair, Board of Trustees

Date

APPLICATION
Temporary Waiver from High School Graduation Requirements
Under Chapter 217, Laws of 2014

Instructions

RCW 28A.230.090(1)(d)(ii) authorizes school districts, private schools, and community colleges to apply to the State Board of Education (SBE) for a temporary waiver from the career and college ready graduation requirements directed by Chapter 217, Laws of 2104 (E2SSB 6552) beginning with the graduating class of 2020 or 2021 instead of the graduating class of 2019. This law further provides:

“In the application, a school district must describe why the waiver is being requested, the specific impediments preventing timely implementation, and efforts that will be taken to achieve implementation with the graduating class proposed under the waiver. The state board of education shall grant a waiver under this subsection (1)(d) to an applying school district at the next subsequent meeting of the board after receiving an application.”

The SBE has adopted rules to implement this provision as WAC 180-51-068(11). The rules provide that the SBE must post an application form on its public web site for use by school districts. The rules further provide:

- The application must be accompanied by a resolution adopted by the district’s board of directors requesting the waiver. The resolution must, at a minimum:
 1. State the entering freshman class or classes for whom the waiver is requested;
 2. Be signed by the chair or president of the board of directors and the superintendent.
- A district implementing a waiver granted by the SBE under this law will continue to be subject to the prior high school graduation requirements as specified in WAC 180-51-068 during the school year or years for which the waiver has been granted.
- A district granted a waiver under this law that elects to implement the career and college ready graduation requirements in WAC 180-51-068 during the period for which the waiver is granted shall provide notification of that decision to the SBE.

Please send the application and school board resolution electronically to:

Parker Teed
Policy Analyst
360-725-6047
parker.teed@k12.wa.us

For questions, please contact:

Parker Teed
Policy Analyst
360-725-6047
parker.teed@k12.wa.us

Application

Please complete in full. Please identify any attachments provided by reference to the numbered items below.

1. Bellevue College

2. Contact information

Darrell Haynes; darrell.haynes@bellevuecollege.edu; 425.564.5212

3. 11 March 2019

4. Please explain why the district is requesting a waiver to delay implementation of career and college ready graduation requirements in WAC 180-51-068.

Bellevue College's HS 21+ program is developing appropriately scaled world language curriculum in conjunction with BC's Adult Basic Education curriculum standards. The HS 21/HSC students are required to complete the number of total credits, but not required to complete the 2.0 credits in World Languages. We should be ready to implement the 2.0 credit World Language requirement by 2021.

5. Please describe the specific impediments preventing implementation of the career and college ready graduation requirements beginning with the graduating class of 2019.

We are currently able to implement the all the graduation requirements, except for the World Language requirement. Our program is aligned to state graduation standards and in order to serve the students of our district partners, we are requesting the waiver in order to develop an appropriate world language curriculum for the HS 21/HSC program.

6. Please indicate below the graduating class for which the district will first implement the career and college ready graduation requirements.

Class of 2020

Class of 2021

7. Please describe the efforts that will be undertaken to achieve implementation of the career and college ready graduation requirements for the graduating class indicated above.

We have courses available that fully meet the graduation requirements in all content areas, except World Languages. Our program has developed high school level courses based on OSPI curriculum standards that fulfill all credit requirements for the 24 credit high school diploma. Additionally, student that meet eligibility requirements may take college-level coursework that transfers back into their high school diploma program. At the request of the participating districts which have implemented CCR graduation requirements for those classes prior to 2021, we are fully able to offer the 24 credit diploma option.

WAC 180-51-068

State subject and credit requirements for high school graduation—Students entering the ninth grade on or after July 1, 2015.

The statewide subject areas and credits required for high school graduation, beginning July 1, 2015, for students who enter the ninth grade or begin the equivalent of a four-year high school program, shall total twenty-four as required in this section, except as otherwise provided in subsections (11) and (12) of this section. All credits are to be aligned with the state's essential academic learning requirements developed under RCW [28A.655.070](#) for the subject. The content of any course shall be determined by the local school district.

(1) Four **English** credits.

(2) Three **mathematics** credits that satisfy the requirements set forth in (a) through (e) of this subsection:

(a) Unless otherwise provided for in (b) of this subsection, the three mathematics credits required under this section must include:

(i) Algebra 1 or integrated mathematics I;

(ii) Geometry or integrated mathematics II; and

(iii) A third credit of high school mathematics, aligning with the student's interests and high school and beyond plan as provided in (10) of this section, and preparing the student to meet state standards for graduation under the assessment system in RCW [28A.655.061](#), with agreement of the student's parent or guardian, or, if the parent or guardian is unavailable or does not indicate a preference for a specific course, agreement of the school counselor or principal. A request for agreement of the student's parent or guardian should be made in the predominant language of a parent(s) or guardian(s) who predominantly speak a language other than English, to the extent feasible. The school must in all cases give precedence to the direction of the parent(s) or guardian(s), if provided, in election of the third credit to meet the requirements of this section;

(b) A student who prior to ninth grade successfully completed algebra 1 or integrated mathematics I; and/or geometry or integrated mathematics II, but does not request high school credit for such course(s) as provided in RCW [28A.230.090](#), may either:

(i) Repeat the course(s) for credit in high school; or

(ii) Complete three credits of mathematics as follows:

(A) A student who has successfully completed algebra 1 or integrated mathematics I shall:

(I) Earn the first high school credit in geometry or integrated mathematics II;

(II) Earn the second and third high school credits in courses aligning with the student's interests and high school and beyond plan and preparing the student to meet state standards for graduation under the assessment system in RCW [28A.655.061](#); and

(B) A student who has successfully completed algebra 1 or integrated mathematics I, and geometry or integrated mathematics II, shall: Earn the first, second and third high school credits in courses aligning with the student's interests and high school and beyond plan and preparing the student to meet state standards for graduation under the assessment system in RCW [28A.655.061](#).

(c) A student who satisfactorily demonstrates competency in algebra 1 or integrated mathematics I pursuant to a written district policy, but does not receive credit under the provisions of WAC [180-51-050](#), shall complete three credits of high school mathematics in the following sequence:

(i) Earn the first high school credit in geometry or integrated mathematics II;

(ii) Earn the second and third high school credits in courses aligning with the student's interests and high school and beyond plan and preparing the student to meet state standards for graduation under the assessment system in RCW [28A.655.061](#).

(d) A student who satisfactorily demonstrates competency in algebra 1 or integrated mathematics I and geometry or integrated mathematics II pursuant to a written district policy, but does not receive credit for the courses under the provisions of WAC [180-51-050](#), shall complete three credits of high school mathematics in the following sequence: Earn the first, second and third credits in courses aligning with the student's interests and high school and beyond plan and preparing the student to meet state standards for graduation under the assessment system in RCW [28A.655.061](#).

(3) Three **science** credits, at least two of which must be in laboratory science as provided in subsection (15)(a) of this section. A student may choose the content of the third credit of science, based on the student's interests and high school and beyond plan, with agreement of the student's parent or guardian, or, if the parent or guardian is unavailable or does not indicate a preference for a specific course, agreement of the school counselor or principal. A request for agreement of the student's parent or guardian should be made in the predominant language of a parent(s) or guardian(s) who predominantly speak a language other than English, to the extent feasible. The school must in all cases give precedence to the direction of the parent(s) or guardian(s), if provided, in election of the third credit to meet the requirements of this section.

(4) Three **social studies** credits (2.5 credits prescribed courses, plus a .5 credit social studies elective) and a noncredit requirement. The social studies requirement shall consist of the following mandatory courses or equivalencies:

(a) One credit shall be required in United States history.

(b) Successful completion of Washington state history and government shall be required, subject to the provisions of RCW [28A.230.170](#), [28A.230.090](#) and WAC [392-410-120](#), and shall consider including information on the culture, history, and government of the American Indian peoples who were the first inhabitants of the state. Successful completion must be noted on each student's transcript. The Washington state history and government requirement may be waived by the principal for students who:

(i) Have successfully completed a state history and government course of study in another state; or

(ii) Are in eleventh or twelfth grade and who have not completed a course of study in Washington's history and state government because of previous residence outside the state.

(c) One credit shall be required in contemporary world history, geography, and problems. Courses in economics, sociology, civics, political science, international relations, or related courses with emphasis on contemporary world problems may be accepted as equivalencies.

(d) One-half credit shall be required in civics and include at a minimum the content listed in RCW [28A.230.093](#).

(5) Two **health and fitness** credits (.5 credit health; 1.5 credits fitness). Students may be excused from the fitness requirement under RCW [28A.230.050](#). Such excused students

shall be required to demonstrate proficiency/competency in the knowledge portion of the fitness requirement, in accordance with written district policy.

(6) Two **arts** credits. The essential content in this subject area may be satisfied in the visual or performing arts. One of the two arts credits may be replaced with a personalized pathway requirement as provided in subsection (15)(c) of this section.

(7) One credit in **career and technical education**. A career and technical education (CTE) credit means a credit resulting from a course in a CTE program or occupational education credit as contained in the CTE program standards of the office of the superintendent of public instruction. "Occupational education" means credits resulting from a series of learning experiences designed to assist the student to acquire and demonstrate competency of skills under student learning goal four and which skills are required for success in current and emerging occupations. At a minimum, these competencies shall align with the definition of an exploratory course as contained in the CTE program standards of the office of the superintendent of public instruction. An exception may be made for private schools as provided in WAC [180-90-160](#).

(a) Students who earn a graduation requirement credit through a CTE course determined to be equivalent to a non-CTE course will not be required to earn a second credit in the non-CTE course subject. The single CTE course meets two graduation requirements.

(b) Students who earn a graduation requirement credit in a non-CTE course determined to be equivalent to a CTE course will not be required to earn a second credit in the CTE course subject. The single non-CTE course meets two graduation requirements.

(c) Students satisfying the requirement in (a) or (b) of this subsection will need to earn five elective credits instead of four. Total credits required for graduation will not change.

(8) Two credits in **world languages or personalized pathway requirements**. If the student has chosen a four-year degree pathway under subsection (10) of this section, the student shall be advised to earn two credits in world languages.

(9) Four credits of electives.

(10) Each student shall have a high school and beyond plan to guide his or her high school experience, including plans for post-secondary education or training and career. The process for completing the high school and beyond plan is locally determined and designed to help students select course work and other activities that will best prepare them for their post-secondary educational and career goals. Students shall create their high school and beyond plans in cooperation with parents/guardians and school staff. School staff shall work with students to update the plans during the years in which the plan is implemented in order to accommodate changing interests or goals.

(11) A school district wishing to implement the requirements for high school graduation for students who enter the ninth grade or begin the equivalent of a four-year high school program on July 1, 2016, or July 1, 2017, rather than July 1, 2015, may apply to the state board of education for a temporary waiver of the requirements of this section. The state board of education shall post an application form on its web site for use by districts seeking this waiver.

(a) An application for a waiver must:

(i) Meet the requirements of chapter 217, Laws of 2014 (E2SSB 6552), which include describing why the waiver is being requested, the specific impediments preventing timely implementation of the high school graduation requirements established in subsections (1) through (9) of this section, and the efforts that will be taken to achieve implementation with the graduating class proposed under the waiver.

(ii) Be accompanied by a resolution adopted by the district board of directors requesting the waiver. The resolution must state the entering freshman class or classes for whom the waiver is requested, and be signed by the board chair or president and the district superintendent.

(b) A district implementing a waiver shall continue to be subject to the requirements of WAC [180-51-067](#) during the school year or years for which the waiver has been granted.

(c) Nothing shall prevent a district granted a waiver from electing to implement subsections (1) through (10) of this section during the term for which the waiver is granted. A district granted a waiver that elects to implement subsections (1) through (10) of this section shall provide notification of such decision to the state board of education.

(d) The state board of education shall post the application for each waiver on its public web site.

(12) A school district that grants high school diplomas may waive up to two of the credits required for graduation under this section for individual students for reason of unusual circumstances, as defined by the district. Unless otherwise provided in law, students granted a waiver under this subsection must earn the seventeen required subject credits in subsections (1) through (7) of this section, which may be by satisfactory demonstration of competence under WAC [180-51-050](#). The waiving of credits for individual students for reason of unusual circumstances must be in accordance with written policies adopted by resolution of each board of directors of a district that grants diplomas.

(13) Equivalent career and technical education (CTE) courses meeting the requirements set forth in RCW [28A.230.097](#) can be taken for credit in place of any of the courses set forth in subsections (1) through (6) of this section, if the courses are recorded on the student's transcript using the equivalent academic high school department designation and course title.

(14) Students who complete and pass all required International Baccalaureate Diploma Programme courses are considered to have satisfied state subject and credit requirements for graduation from a public high school, subject to the provisions of RCW [28A.230.090](#), [28A.230.170](#), and chapter [28A.230](#) RCW.

(15) Definitions:

(a) "Laboratory science" means any instruction that provides opportunities for students to interact directly with the material world, or with data drawn from the material world, using the tools, data collection techniques, models and theories of science. A laboratory science course meeting the requirement of subsection (3) of this section may include courses conducted in classroom facilities specially designed for laboratory science, or coursework in traditional classrooms, outdoor spaces, or other settings which accommodate elements of laboratory science as identified in this subsection;

(b) "Personalized pathway" means a locally determined body of coursework identified in a student's high school and beyond plan that is deemed necessary to attain the post-secondary career or educational goals chosen by the student;

(c) "Personalized pathway requirements" means up to three course credits chosen by a student under subsections (6) and (8) of this section that are included in a student's personalized pathway and prepare the student to meet specific post-secondary career or educational goals.

[Statutory Authority: 2014 c 217 and RCW [28A.230.090](#). WSR 14-19-032, § 180-51-068, filed 9/8/14, effective 10/9/14.]

2019-2020 SERVICES & ACTIVITIES FEE BUDGET

INFORMATION

FIRST READ

ACTION

Description

RCW 28B.15.044 for 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 of the Board of Trustees.

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

Nathan Levi* - ASG Treasurer (Chair)

Jasmin Hassan* - ASG President

Jinhua Johnson* - Student at Large

Simon Soeprono* - Student at Large

Sharon Kussy* - Administrator

Trevor Gamble* - Faculty

Alison Johnson* - Classified Staff

Carrie Moore – Dean of Student Life

Jim Craswell – Executive Director of Finance

The committee completed its deliberations and has prepared a recommendation for the 2019-2020 year that will be presented for action at the June Board of Trustees meeting. The budget was approved unanimously by the committee.

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?

Analysis

The proposed services and activities budget recommendations fund \$2,898,097 to student funded programs (3,075,747 with distributions to 2 reserve budgets). The recommended budget model spends from revenues collected during the 2017-18 fiscal period as well as the full current (as of April 2019)

balance of the One-time grant budget. The proposed 2019-2020 year budget represents a 9% increase from the 2018-2019 year budget.

Background/Supplemental Information

2019-20 ASG Services and Activities Fee Budget Recommendation table

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII consider the Services and Activities budget for approval at the June 19, 2019 meeting.

Prepared by: Dr. Kristen Jones, Provost for Academic & Student Affairs
kristen.jones@bellevuecollege.edu

2019-2020 Services and Activities Fee Budget Recommendation

PROGRAM	Budget Number	2019-20 Allocation	Proposed increase %	Proposed increase	2019-20 Request	2018-19 Allocation
ASG	1900	306,056	74	130,527	306,056	175,529
STUDENT LEGISLATIVE COMMITTEE	1901	14,044	-46	-11,742	14,044	25,786
CAMPUS ACTIVITIES BOARD	1902	304,976	141	189,976	324,976	135,000
CULTURAL ACTIVITIES FUND	1903	59,571	465	60,500	73,500	13,000
STUDENT PROGRAMS SUPPORT	1906	415,173	5	20,173	415,173	395,000
BAS DATA ANALYTICS	1907	0	-77	-2,315	685	3,000
PHI THETA KAPPA	1909	0	NA	11,017	11,017	0
ASBCC CLUB CONTINGENCY	1910	44,100	283	42,500	57,500	15,000
RADIATION AND IMAGING (BAS)	1911	-19,902	-100	20,000	0	-20,000
INTERNATIONAL STUDENT ASSOC.	1913	14,809	14	1,809	14,809	13,000
LGBTQ CENTER	1915	14,000	0	0	14,000	14,000
PALS CENTER	1916	139,151	47	46,651	146,651	100,000
BSU	1917	17,394	153	21,394	35,394	14,000
STUDENT SCIENCE ASSOCIATION	1918	3,000	NA	3,000	3,000	0
EL CENTRO LATINIO	1919	28,344	200	27,944	41,944	14,000
BUSINESS LEADERSHIP CLUB	1920	41,142	0	0	47,000	47,000
MCS CULTURAL FUND	1921	41,291	48	13,745	42,245	28,500
RISE LEARNING INSTIUTE (MAKERSPACE)	1922	31,000	21	5,275	31,000	25,725
INTERCOLLEGIATE RENTALS	1923	12,000	0	0	12,000	12,000
ALUMNI OUTREACH (CANCELLED)	1924	0	-100	17,785	0	-17,785
LEADERSHP DEVELOPMENT STIPENDS	1925	14,200	8	1,000	14,200	13,200
SP WEBSITE & TECHNOLOGY	1926	69,450	17	11,580	81,030	69,450
BCAVETS	1927	5,250	-5	-250	5,250	5,500
LIBRARY GALLERY SPACE	1928	17,500	137	14,753	25,503	10,750
SPEECH & DEBATE SOCIETY	1929	0	0	0	10,000	10,000
INTERCOLLEGIATE TOURNEY TRAVEL	1930	20,000	0	0	20,000	20,000
DISABILITY RESOURCE CENTER	1931	-41,000	-100	-7,000	0	7,000
MATH LAB	1932	74,160	27	19,650	91,650	72,000
TELOS (SELF-FUNDED)	1935	0	0	0	0	0
BC STUDENT HANDBOOK	1936	0	-100	13,000	0	-13,000
VOCAL AND CHORAL MUSIC ACTIVITIES	1937	81,000	73	57,000	135,000	78,000
DIGITAL MEDIA DESIGN	1938	0	-100	9,000	0	-9,000
ACADEMIC SUCCESS CENTER	1939	148,320	39	55,923	199,923	144,000
WATCHDOG (Formerly JIBSHEET)	1940	75,500	0	0	75,500	75,500
RADIO STATION KBCS	1941	32,000	0	0	32,000	32,000
DRAMA PRODUCTIONS	1943	23,000	9	2,000	25,000	23,000
INSTRUMENTAL MUSIC ACTIVITIES	1944	42,230	121	49,500	90,500	41,000
BC DANCE PRODUCTION	1945	3,000	33	1,000	4,000	3,000
BELLETRIST LITERARY JOURNAL	1946	5,261	109	5,010	9,587	4,577
CENTER FOR CAREER CONNECTIONS	1947	52,250	7	3,750	57,250	53,500
STAGEFRIGHT DRAMA CLUB	1948	13,000	8	1,000	14,000	13,000
CAREER CENTER INTERNSHIPS	1949	19,800	16	3,200	23,000	19,800
ASIAN-PACIFIC ISLANDERS S A	1953	19,186	37	5,186	19,186	14,000
ARABIC CULTURE STUDENT ASSOC.	1954	0	-100	-14,000	0	14,000
DECA	1955	11,500	75	57,000	133,000	76,000
CIVIL RIGHTS PILLGRIMAGE	1956	15,000	67	6,000	15,000	9,000
BC INFO SYSTEMS & TECHNOLOGY ASSOCIATION	1957	0	-100	-1,000	0	1,000
HEALTHCARE TECHNOLOGY AND MANAGEMENT	1958	0	-206	10,316	5,316	-5,000
BC AMBASSADORS (CANCELLED)	1959	0	-100	-33,000	0	33,000
INTERCOLLEGIATE ATHLETICS	1962	75,000	0	0	75,000	75,000
WOMEN'S GOLF	1963	8,800	12	1,000	9,500	8,500
MEN'S BASKETBALL	1964	11,400	9	1,000	12,000	11,000
MEN'S BASEBALL	1965	12,000	18	2,000	13,000	11,000
MEN'S GOLF	1966	8,800	12	1,000	9,500	8,500
WOMEN'S BASKETBALL	1971	11,400	9	1,000	12,000	11,000
WOMEN'S VOLLEYBALL	1972	10,330	20	2,000	12,000	10,000
WOMEN'S SOFTBALL	1973	12,000	18	2,000	13,000	11,000
MEN'S SOCCER	1974	12,000	18	2,000	13,000	11,000
STUDENT TRAVEL COORD.	1975	82,590	4	3,394	82,590	79,196
WELLNESS CENTER	1976	33,000	0	0	33,000	33,000
WOMEN'S SOCCER	1977	12,000	18	2,000	13,000	11,000
WOMEN'S TENNIS	1978	5,800	18	1,000	6,500	5,500
MEN'S TENNIS	1979	5,800	18	1,000	6,500	5,500
STUDENT VOLUNTEER CENTER	1980	60,000	79	47,331	107,331	60,000
LEADERSHIP INSTITUTE	1981	20,500	-73	-56,500	20,500	77,000
STUDENT CHILDCARE CTR.	1982	283,250	9	25,000	300,000	275,000
INTERIOR DESIGN STU. ASSOC.	1985	13,021	129	9,021	16,021	7,000
OPEN HOUSE	1987	9,650	-4	-350	9,650	10,000
AMERICAN SIGN LANGUAGE	1988	0	-100	-4,500	0	4,500
CHEER SQUAD	1989	14,500	0	0	14,500	14,500
MODEL UNITED NATIONS	1992	18,500	12	4,030	37,030	33,000
NURSING STUDENT ASSOCIATION	1993	11,000	0	0	13,000	13,000
TOTAL		2,898,097	35	912,283	3,505,511	2,593,228
RESERVE BUDGETS						
STUDENT PROGRAMS CAP. CONSTRUCTION	1983	50,000			50,000	50,000
ASG RESERVE	1984	127,650			127,650	127,650
ONE-TIME GRANTS	1986	0			50,000	50,000
TOTAL		177,650			227,650	227,650
GRAND TOTAL ALLOCATION		3,075,747	9			2,820,878

S&A Funding Criteria for 2019-2020 fiscal year

(Agreed upon by the S&A Fee committee)

1. Student Pay Equity
2. Efficiency of resources & quality of services to students
3. College Vision and Mission and Student funded program
4. Priority of student-led clubs and programs
5. Program-specific goal and application of funds
6. Sustainability and responsibility of the model
7. Equity between programs
8. Availability of alternative funding sources

Taking into account the spending pattern, rollover, S&A Guideline for permissible use of S&A Money.

Current programs to be maintained for the upcoming year.

1280 COMMITMENT TO SUSTAINABILITY

INFORMATION

FIRST READ

ACTION

Description

This new policy describes the college's values around sustainability. It serves a purpose similar to BC's Affirmation of Inclusion, which conveys the college's values regarding equity and inclusion. It clearly communicates the importance of sustainability to social justice and guides all college employees and students to be good stewards of college resources and people. It asks that all members of the college community consider the impacts of individual actions on future generations, society, and the global ecosystem.

Key Questions

- * What led to the development of this new policy?
- * How will this policy be implemented?

Analysis

Over the past two decades, Bellevue College has grown to be a leader in the areas of social justice and sustainability. These are a part of our core values as an institution and are fundamental driving forces that will shape the future of our region, our country and the global community. As a college, we have a responsibility to prepare our students to address these issues, through our practices, as well as through our teaching. Up until now, much of the work around sustainability and social justice has occurred through grassroots efforts, and student- or employee-led initiatives. This policy would strengthen these efforts by adding the full support of the college behind these important foundational principles.

Background/Supplemental Information

N/A

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves Policy 1280 Commitment to Sustainability.

Prepared by: Dr. Jerry Weber, President
Jerry.weber@bellevuecollege.edu

1280 COMMITMENT TO SUSTAINABILITY

Original Date: * Last Revision Effective:
Policy Contact: President

POLICY

Bellevue College is committed to fostering a community that is conscious of safeguarding quality of life, preserving natural resources, and preparing students to face the challenges of the future. We recognize the growing human influence on our global environment, climate, and human health and well-being. The college pledges to promote social justice and healthy ecosystems in order to advance the conditions necessary for the survival of prosperous human societies. We believe that the future of our society depends upon the promotion of these principles and taking a leadership role in cultivating a sustainable future.

Sustainable principles are among the fundamental values and priorities that guide college planning, decision-making, operations, practices, and curriculum. All individuals in our community have a personal responsibility to take initiative and actively promote a sustainable, resilient future for the college, its students, and the diverse communities we serve.

RESPONSIBILITIES

(if applicable)

Not applicable.

DEFINITIONS

(If applicable)

Not applicable.

RELEVANT LAWS AND OTHER RESOURCES

Not applicable.

REVISION HISTORY

APPROVED BY

PROPOSED BOARD OF TRUSTEES MEETING DATES

INFORMATION

FIRST READ

ACTION

Description

The Washington Administrative Code (W.A.C) requires that a list of Board meeting dates be filed with the Code Revisers Office each calendar year so that the appropriate notice of meeting dates can be given to the public.

The following dates are being submitted for the Board's consideration as regular meeting dates for the 2019-20 academic year.

2018-19 Academic Year

Wednesday, September 4, 2019

Wednesday, October 2, 2019

Wednesday, November 13, 2019

Wednesday, December 11, 2019 (tentatively scheduled as an all-day retreat, time and location may vary)

Wednesday, January 8, 2020

Wednesday, February 5, 2020

Wednesday, March 4, 2020

Wednesday, April 22, 2020

Wednesday, May 8, 2020

Wednesday, June 17, 2020 (tentative, pending budget process needs)

Key Questions

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

Analysis

The proposed dates meet the needs of the college in maintaining its administrative and contractual obligations and do not conflict with any major religious or secular holidays. None of the proposed dates conflict with school breaks during the 2019-20 academic year for the Bellevue, Issaquah and Mercer Island School District calendars. As requested by the board and president, there are a total of 10 potential meeting dates.

Background/Supplemental Information

The September meeting should be scheduled for the first or second Wednesday of the month to allow any negotiated changes in faculty salary to be implemented by the September 25 paycheck. This assumes that a tentative agreement has been reached that may have salary implications.

The December meeting is an ideal time for a retreat to review the college's strategic planning for the coming year. None of the dates conflict with the current Association of College Trustees (ACT) Conference Schedule for 2019-20.

Other considerations for September and October include the Jewish observance of Sukkot September 23-30, 2018 the Hindu observance of Navaratri October 13-20, 2019, and the Islam observance of Eid al Adha August 12 - 21. The Interfaith calendar at <http://www.interfaith-calendar.org/2019.htm> was used to determine primary sacred times for world religions.

State law requires that a tenure decision be made before the start of the candidate's 10th consecutive quarter (not counting summer) which necessitates a meeting scheduled for the beginning of March. In addition, the BCAHE negotiated contract requires that, if the Board disagrees with the recommendations of the TRC, this disagreement must be determined in open session and that the Board must then meet with the TRC at least five days before they make their final decision. In order to allow for this possibility and to avoid meeting during finals week, the March meeting should occur prior to March 6, 2020.

The April/May board meeting is usually scheduled to accommodate any tuition recommendations from the SBCTC and any budget information from the legislature. The budget must be approved in June and a second tentative meeting is typically scheduled to accommodate a late decision by the legislature.

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII review the proposed schedule of meeting dates for 2019-20 and that the proposed meeting dates be presented for approval at the May 8, 2020 meeting.

Prepared by: Kim Richards, Executive Assistant to the President and Board of Trustees
kim.richards@bellevuecollegeu.edu

CAPITAL PROJECTS PROJECTION MODEL

INFORMATION

FIRST READ

ACTION

Description

During their May 22, 2019 meeting, the Board of Trustees (BOT) approved the submission of \$4.635M in locally funded capital projects to SBCTC for approval and tracking. Prior to approving the expenditure of the \$4.635M in local funds for the FY19-21 biennium, the BOT requested additional information from the College, to include a ten year projection of capital needs.

Key Questions

- * Does the model take into account all capital needs for the next ten years
- * What are the total projected costs each biennium for the College
- * What do we expect to receive from the state each biennium
- * What were the costs we incurred over the last two bienniums

Analysis

The College is focused on a balanced approach to improve older facilities while working to meet the BOT's direction to increase our reserves. With that in mind, the College projects a need for \$32.7M in local funds to complete capital projects over the next ten years. This estimate, along with projected SBCTC funds of \$21M in the next ten years, puts the College on a solid path to replace older HVAC systems, update facilities to meet code and repair/replace roofs and other critical infrastructure.

Between FY13-FY19, the College spent an average of \$5.467M in local funds to complete a number of minor capital projects (i.e. includes all projects with the exception of the Student Success Center). Significant projects included classroom renovations, the gym renovation and construction of an athletic field. The College also used local funds to construct a new Student Success center at the cost of \$35M. During the FY13-19 timeframe, the state allocated the College \$1.037M/year for capital projects.

Over the next ten years the College projects a need to spend an average \$3.27M/year in local funds. This amount will be combined with projected SBCTC capital project funds, which average \$2.1M/year over the next ten years. The state projection includes a request by SBCTC for the legislature to allocate and additional \$34M toward capital needs beginning in the FY21-23 biennium. See table 1 for a comparison.

Table 1: Capital Costs Per year in millions

	State	Local
FY13-19 (actual)	\$1.037	\$5.467
FY19-29 (projected)	\$2.1	\$3.27

The College is in the process of developing a Facilities Excellence Plan (FEP) to identify needs across the campus. The FEP will provide detailed information on facility needs throughout the campus. Further information will be provide to the BOT in the future. At the same time, we are refining our Fund Balance and expect to provide details to the BOT during their August meeting.

Background/Supplemental Information

Slide deck, ten year projection model

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves the expenditure of \$4,635,000 in local funds during the FY 2019-2021 biennium to complete the Capital Project Plan approved by the Board during their May 22, 2019 meeting.

Prepared by: Dennis Curran, VP of Administrative Services, dennis.curran@bellevuecollege.edu

Total Required Funds	FY 13-15 (executed)	FY15-17 (executed)	FY17-19 (executed)	FY19-21 (allocated)	FY21-23 (projection)	FY23-25 (projection)	FY25-27 (projection)	FY27-29 (projection)	Total (2019 - 2029)	Notes
HVAC	\$5,350,000	\$51,000	\$730,000	\$827,000	\$2,750,000	\$3,178,500	\$3,607,855	\$4,038,091	\$14,401,446	
Electrical	\$0	\$2,425,000	\$371,000	\$1,450,000	\$2,250,000	\$2,300,000	\$2,050,000	\$1,300,000	\$9,350,000	
Plumbing	\$161,000	\$0	\$0	\$0	\$20,000	\$30,000	\$35,000	\$290,000	\$375,000	
Fire Safety - Alarms	\$0	\$0	\$400,000	\$494,000	\$230,000	\$350,000	\$0	\$250,000	\$1,324,000	
Fire Safety - Sprinklers	\$0	\$0	\$0	\$481,000	\$200,000	\$150,000	\$0	\$0	\$831,000	
Classroom Renovation	\$3,352,000	\$2,923,000	\$7,542,000	\$2,862,000	\$2,456,000	\$2,730,720	\$2,976,406	\$3,245,575	\$14,270,702	
Office Renovation	\$128,000	\$700,000	\$350,000	\$0	\$120,000	\$135,000	\$150,000	\$165,000	\$570,000	
Common Area Renovation	\$0	\$1,338,000	\$50,000	\$0	\$80,000	\$95,000	\$100,000	\$110,000	\$385,000	
Elevators	\$0	\$0	\$0	\$0	\$200,000	\$150,000	\$100,000	\$300,000	\$750,000	
Parking Lots/Roads	\$0	\$0	\$385,811	\$1,000,000	\$800,000	\$900,000	\$1,000,000	\$1,050,000	\$4,750,000	
Roofing	\$432,000	\$0	\$0	\$80,000	\$400,000	\$650,000	\$1,150,000	\$400,000	\$2,680,000	
Classroom Furniture	\$298,000	\$273,000	\$50,000	\$0	\$320,000	\$340,000	\$355,000	\$370,000	\$1,385,000	
Maintenance Projects	\$114,000	\$106,999	\$0	\$275,000	\$0	\$0	\$0	\$0	\$275,000	
Pedestrian Paths / Courtyards	\$218,000	\$134,000	\$319,000	\$0	\$0	\$150,000	\$0	\$100,000	\$250,000	
Athletic Field	\$4,900,000	\$1,340,000	\$1,650,000	\$2,400,000	\$0	\$0	\$0	\$0	\$2,400,000	
Gym Renovation	\$1,000,000	\$1,000,000	\$3,000,000	\$2,400,000	\$0	\$0	\$0	\$0	\$2,400,000	
East Campus	\$274,879	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Required Funds	\$10,327,879	\$13,850,999	\$14,847,811	\$9,869,000	\$9,826,000	\$11,159,220	\$11,524,261	\$11,618,666	\$53,997,147	

State Funded	FY 13-15 (executed)	FY15-17 (executed)	FY17-19 (executed)	FY19-21 (allocated)	FY21-23 (projection)	FY23-25 (projection)	FY25-27 (projection)	FY27-29 (projection)	Total (2019 - 2029)	Notes
HVAC	\$230,000	\$51,000	\$730,000	\$827,000	\$950,000	\$978,500	\$1,007,855	\$1,038,091	\$4,801,446	
Electrical	\$325,000	\$325,000	\$371,000	\$750,000	\$750,000	\$800,000	\$1,050,000	\$800,000	\$3,400,000	
Plumbing	\$161,000	\$0	\$0	\$0	\$20,000	\$30,000	\$35,000	\$250,000	\$250,000	
Fire Safety - Alarms	\$0	\$0	\$400,000	\$414,000	\$200,000	\$350,000	\$150,000	\$250,000	\$1,014,000	
Fire Safety - Sprinklers	\$0	\$0	\$0	\$331,000	\$200,000	\$150,000	\$0	\$0	\$681,000	
Classroom Renovation (State Milnor)	\$770,000	\$1,023,000	\$1,142,000	\$1,262,000	\$1,456,000	\$1,630,720	\$1,826,406	\$2,045,575	\$8,220,702	No state dollars available for office renovation
Office Renovation	\$0	\$353,000	\$0	\$0	\$0	\$0	\$0	\$0	\$353,000	
Elevators	\$0	\$0	\$0	\$0	\$150,000	\$150,000	\$100,000	\$300,000	\$450,000	No state dollars available for parking lots and roads
Parking Lots/Roads	\$432,000	\$0	\$0	\$0	\$300,000	\$500,000	\$950,000	\$200,000	\$1,950,000	No state dollars available for parking lots and roads
Roofing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Classroom Furniture	\$114,000	\$86,999	\$0	\$0	\$0	\$0	\$0	\$0	\$200,999	
Maintenance Projects	\$218,000	\$218,000	\$216,000	\$216,000	\$216,000	\$150,000	\$4,709,220	\$4,834,261	\$4,983,666	
Pedestrian Paths / Courtyards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total State Funds	\$1,925,000	\$1,838,999	\$2,459,000	\$2,834,000	\$3,656,000	\$4,709,220	\$4,834,261	\$4,983,666	\$21,017,147	

Required Local Funding (State Shortfall)	FY 13-15 (executed)	FY15-17 (executed)	FY17-19 (executed)	FY19-21 (allocated)	FY21-23 (projection)	FY23-25 (projection)	FY25-27 (projection)	FY27-29 (projection)	Total (2019 - 2029)	Notes
HVAC	\$5,120,000	\$0	\$0	\$0	\$1,800,000	\$2,200,000	\$2,600,000	\$3,000,000	\$9,600,000	
Electrical	\$0	\$2,100,000	\$0	\$1,450,000	\$1,500,000	\$1,500,000	\$1,000,000	\$500,000	\$5,950,000	
Plumbing	\$0	\$0	\$0	\$0	\$20,000	\$30,000	\$35,000	\$40,000	\$125,000	
Fire Safety - Alarms	\$0	\$0	\$400,000	\$80,000	\$230,000	\$30,000	\$0	\$0	\$310,000	
Fire Safety - Sprinklers	\$0	\$0	\$0	\$150,000	\$30,000	\$0	\$0	\$0	\$150,000	
Classroom Renovation	\$2,582,000	\$1,900,000	\$6,400,000	\$1,600,000	\$1,000,000	\$1,100,000	\$1,150,000	\$1,200,000	\$6,050,000	Potential excluded budget from 2021
Office Renovation	\$128,000	\$700,000	\$350,000	\$0	\$120,000	\$135,000	\$150,000	\$165,000	\$570,000	
Common Area Renovation	\$0	\$985,000	\$50,000	\$0	\$80,000	\$95,000	\$100,000	\$110,000	\$385,000	
Elevators	\$0	\$0	\$385,811	\$1,000,000	\$200,000	\$900,000	\$1,000,000	\$1,050,000	\$4,750,000	
Parking Lots/Roads	\$0	\$0	\$0	\$80,000	\$100,000	\$150,000	\$200,000	\$200,000	\$730,000	
Roofing	\$298,000	\$273,000	\$50,000	\$0	\$320,000	\$340,000	\$355,000	\$370,000	\$1,385,000	
Classroom Furniture	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Maintenance Projects	\$0	\$0	\$0	\$275,000	\$0	\$0	\$0	\$0	\$275,000	
Pedestrian Paths / Courtyards	\$0	\$134,000	\$103,000	\$0	\$0	\$0	\$0	\$0	\$237,000	
Athletic Field	\$4,900,000	\$1,340,000	\$1,650,000	\$2,400,000	\$0	\$0	\$0	\$0	\$4,900,000	
Gym Renovation	\$1,000,000	\$1,000,000	\$3,000,000	\$2,400,000	\$0	\$0	\$0	\$0	\$2,400,000	
East Campus	\$274,879	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$274,879	
Total Local Funds	\$8,402,879	\$12,012,000	\$12,388,811	\$7,035,000	\$6,170,000	\$6,450,000	\$6,690,000	\$6,635,000	\$32,980,000	

Transdisciplinary Building				\$2,839,000			\$42,500,000		\$42,500,000	
Student Success Center		\$3,805,202	\$18,195,350	\$12,999,448					\$12,999,448	
State Emergency Dollars for Unanticipated Repairs	\$683,900	\$807,260	\$892,000	\$991,000	\$1,018,000	\$1,048,540	\$1,079,996	\$1,112,396	\$5,249,932	

2019– 20 COLLEGE BUDGET

INFORMATION

FIRST READ

ACTION

Description

The Bellevue College Operating Budget for fiscal year 2019-20 is presented to the Board of Trustees for consideration of approval at their June 21, 2019 meeting. To assist the Board in considering the proposed budget, highlights are listed below and the following attachments are provided.

Attachment 1: Proposed 2019-20 College Budget and Policy Mandated Reserve Report.

Attachment 2: Operating Projection Model

Key Questions

- * What is the 2019-20 college's budgetary plan for all funds?

The Fiscal Year 2019-20 Budget Highlights

Tuition Rate Increase

- +2.4% State Tuition
- +4.3% Running Start

Enrollment Changes

- - 0.7% State Enrollment (Including BAS programs)
- - 9.3% International Enrollment (including ELI)
- +9.0% Running Start

Wages and Benefits

- +3.0% COLA
- +5.0% King County Premium Pay

Note: Wage increases funded by the state are projected at 95% versus 65% in prior years. Faculty COLA will be decreased since faculty received 2% of the COLA (Pre-paid in last year's bargaining agreement).

The Fiscal Year 2019-20 Budget Highlights (Continued)

This budget presented continues the process of scaling down the organization to better align with revenue sources and student enrollment declines. The expense reduction processes will continue for several years as required to balance years beyond 2019-20. (See Attachment 2 Projection Model).

In addition, the college is adjusting towards a budgets based on the history of actual expenses and costs rather than replicating prior year budgets, bringing greater accuracy and accountability to budget management. The impact on this year’s budget is the following:

- Budgeted salaries and expense lines reduced or increased to match historical trends, including lapsed salaries from vacant positions being swept rather than rolled forward.
- Administrators monitor adjunct lines and class sizes with a goal of 1% reduction in instructional costs.
- Positions replacements monitored with the goal of a 1% reduction in total staff positions.
- Instead of relying on variable one-time funds, \$2 Million local funds dedicated to Capital Maintenance Projects.

2019-20 New Limitations on Contingency Funds:

- BC Policy 7110 requires a 3% contingency. Administration is proposing to reduce this for next year so that the operating contingency lowers from \$2.7M to \$1.9M (from 3% to 2%). *NOTE: Reduction requires Board approval to waive Policy 7110.*

2019-20 Budget Totals

Annual Budget

Operating Funds	\$ 113,173,178
Proprietary Funds	\$ 20,565,972
Financial Aid Funds	<u>\$ 19,789,221</u>
Total 2018-19 Annual Budget	<u>\$ 153,528,371</u>

Reserve funds mandated by BC policy

Contingency Fund	\$ 1,863,873
Operating Reserve	\$ 12,426,914
Proprietary Reserve	<u>\$ 2,561,880</u>
Total 2018-19 Reserve Funds	<u>\$ 16,852,667</u>

Recommended Motion

That the Board of Trustees of Community College District VIII approves the 2019-20 college budget plan. This approval of the budget includes the Board of Trustees authorizing:

- the suspension for one year of 3% contingency fund mandated by BC Policy #7110 allowing for a 2% contingency totaling \$1.9 million for 2019-20;
- the College President to proceed with the execution of the planned program;
- the College President to transfer funds within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.2601, to provide working capital, and to support approved projects and activities;
- the tuition and fee schedule as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as listed in the College catalog;
- the College President to accept allocation amendments from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, at least quarterly, to the Board of Trustees;
- the addition of staff and faculty positions if necessary to carry out the College's programs; and
- the College President to determine the fee schedule for contract courses and programs.

Prepared by:

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Attachment 1

2019-20 Proposed Revenue Plan by Fund

	2018-19 INITIAL BUDGET	Increase/ (Decrease)	2019-20 INITIAL BUDGET
OPERATING FUND:			
STATE ALLOCATION	\$36,952,403	\$3,643,852	\$40,596,255
LOCAL OPERATING	\$27,129,539	-\$1,022,626	\$26,106,913
DEDICATED LOCAL FUND	\$14,190,811	\$1,952,112	\$16,142,923
GRANTS & CONTRACTS	\$25,140,297	\$5,186,790	\$30,327,087
TOTAL OPERATING FUNDS:	\$103,413,050	\$9,760,128	\$113,173,178
PROPRIETARY FUNDS:			
COMPUTER SERVICE FUND	10,001	\$0	10,001
PRINTING FUND	745,961	-\$75,525	670,436
ASSOCIATED STUDENTS	4,038,473	-\$551,701	3,486,772
BOOKSTORE	3,137,500	-\$683,563	2,453,937
PARKING	2,844,967	\$0	2,844,967
FOOD SERVICES	2,236,132	\$82,954	2,319,086
OTHER AUXILIARY ENTERPRISES	4,414,237	-\$53,497	4,360,740
HOUSING	3,584,770	\$835,263	4,420,033
TOTAL PROPRIETARY FUNDS:	\$21,012,041	-\$446,069	\$20,565,972
FINANCIAL AID FUNDS:			
GRANTS IN AID	11,230,696	-\$176,988	11,053,708
STUDENT LOAN	7,500,000	\$0	7,500,000
STATE WORK STUDY	310,022	-\$24,509	285,513
FINANCIAL AID FUND	950,000	\$0	950,000
TOTAL FINANCIAL AID FUNDS:	\$19,990,718	-\$201,497	\$19,789,221
TOTAL ANNUAL REVENUE:	\$144,415,809	\$9,112,562	\$153,528,371

2019-20 Mandated BC Policy Reserves

	Reserve
RESERVE PER POLICY 7110	
Contingency Fund *(2% State Operating)	\$1,863,873
Operating Reserve 15%	\$16,975,977
Proprietary Reserve 15%	\$2,561,880
TOTAL ANNUAL RESERVE REQUIREMENT	\$21,401,730
OTHER MANDATED RESERVE FUNDS	
Debt Reserve	\$13,063,000
Student Housing Reserve	\$2,000,000
Subtotal Reserve	\$15,063,000
TOTAL RESERVED	\$36,464,730

2% pending BOT approval, temporary reduction in BC Policy 7110

Attachment 2
Projection Model

FISCAL YEAR	Actuals	Actual	Projected	BUDGET	Projections		
	FY1617	FY1718	FY 1819	FY 1920	FY2021	FY2122	FY2223
Sources Operating Budget Funds							
State Tuition	\$ 23,647,503	\$ 24,172,716	\$ 24,477,287	24,935,845	\$ 25,310,612	\$ 25,698,309	\$ 26,099,722
Excess Tuition	-	-	-	-	-	-	-
Total State Tuition	\$ 23,647,503	\$ 24,172,716	\$ 24,477,287	\$ 24,935,845	\$ 25,310,612	\$ 25,698,309	\$ 26,099,722
International(With ELI)	11,631,120	11,887,727	10,447,629	9,554,155	8,719,233	7,958,473	7,265,209
Running Start	11,141,935	12,105,455	16,496,039	18,756,193	20,853,135	23,184,516	25,776,545
BAS Self-Support	2,348,010	-	-	-	-	-	-
Other Student Fees & Grant Revenue	15,724,211	15,157,279	14,225,190	14,247,735	14,343,905	14,479,540	14,655,894
Total Revenue	\$ 64,492,779	\$ 63,323,177	\$ 65,646,145	\$ 67,493,928	\$ 69,226,885	\$ 71,320,838	\$ 73,797,369
Operating Appropriation	34,404,080	35,153,879	35,904,014	40,540,211	42,596,255	43,874,143	45,190,367
Capital Approp- for Operating	590,300	590,300	590,300	590,300	590,300	590,300	590,300
Reimbursements other agencies\carryover	1,937,390	1,525,053	1,214,518	4,832,240	3,090,047	1,479,327	1,469,599
Total Operating Budget Sources	\$ 101,424,549	\$ 100,592,409	\$ 103,354,977	\$ 113,456,679	\$ 115,503,487	\$ 117,264,609	\$ 121,047,636
%Inc/(Decr) Over Prior Year	0.2%	-1%	3%		2%	2%	3%
\$ Inc/(Decr) Over Prior Year	\$ 245,184	\$ (832,140)	\$ 2,762,568	\$ 10,101,702	\$ 2,046,808	\$ 1,761,121	\$ 3,783,027
Proposed Staffing Reduction							
Uses Operating Budget Funds					0.00%	0.00%	0.00%
Full-Time Faculty	13,167,284	13,851,117	15,750,055	16,724,516	17,226,251	17,743,039	18,275,330
Part-Time Faculty	15,941,325	16,225,000	17,974,456	18,124,443	18,027,400	18,724,179	19,494,765
Faculty Contract Addition	-	-	-	-	-	-	-
Cost of Stipends	1,740,828	1,368,756	1,156,208	1,440,980	1,484,210	1,528,737	1,574,599
Exempt Salaries	13,939,754	13,795,743	13,224,607	16,902,109	17,409,172	17,931,447	18,469,391
Classified Salaries	9,628,142	10,345,211	11,429,924	14,048,515	14,469,970	14,904,070	15,351,192
Unfilled Positions Budget	-	-	-	(3,621,223)	(2,901,002)	(2,600,526)	(2,678,542)
Other Salaries	3,201,973	3,289,007	2,946,342	2,553,968	2,605,047	2,657,148	2,710,291
Benefits	18,859,165	19,827,049	20,605,434	23,209,186	24,369,645	25,588,128	26,867,534
Salary/Benefit Transfers	(225,095)	(570,435)	(518,906)	(592,473)	(610,247)	(628,555)	(647,411)
Goods & Services/ Personal Svcs	12,953,080	11,103,385	10,942,356	11,223,890	11,448,368	11,677,335	11,910,882
Student Services	2,928,985	3,045,165	2,546,978	2,431,743	2,480,378	2,529,985	2,580,585
Equipment, Furniture	1,897,545	2,316,871	1,653,416	3,779,431	3,855,020	3,932,120	4,010,762
Travel	738,882	794,224	740,941	537,919	548,677	559,651	570,844
Non Salary Transfers	(83,772)	(186,461)	(122,030)	(215,474)	(219,783)	(224,179)	(228,663)
Fund 1-time FY 1920	-	-	2,858,196	1,600,649	-	-	-
Transfer to Capital	-	-	-	2,000,000	2,000,000	2,000,000	2,000,000
Capital Expenses	(726,509)	-	167,000	1,108,500	1,408,500	1,408,500	1,408,500
Total Expenses	\$ 93,961,587	\$ 95,204,632	\$ 101,354,976	\$ 111,256,679	\$ 113,601,607	\$ 117,731,079	\$ 121,670,059
Net (No Depreciation)	\$ 7,462,962	\$ 5,387,777	\$ 2,000,000	\$ 2,200,000	\$ 1,901,880	\$ (466,470)	\$ (622,423)
Operating Margin	7%	5%	2%	2%	2%	0%	-1%