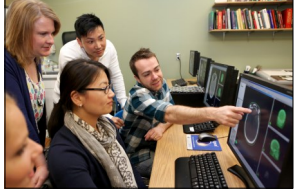




BELLEVUE  
COLLEGE

# BOARD OF TRUSTEES

COMMUNITY COLLEGE DISTRICT VIII



SPECIAL MEETING

OCTOBER 2, 2019





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

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, will be held on Wednesday, October 2, 2019. The business session will begin at 4:00 P.M. at the Mercer Island Community Center, 8236 SE 24<sup>th</sup> Street, Mercer Island, WA in Room 104. Richard Fukutaki, Chair, will preside.

**AGENDA**

- |          |   |  |
|----------|---|--|
| 12:00 PM | WELCOME<br>BOT Summit on Equity Policy<br>Everett Community College Equity & Diversity Academy  | Martinez/ Peña   |
| 3:30 PM  | REFRESHMENT BREAK   |  |
| 4:00 PM  | BUSINESS SESSION<br>I. Call to Order<br>II. Roll Call and Introductions<br>III. Consent Agenda<br>A. Approval of Agenda for October 2, 2019<br>B. Approval of Minutes from September 11, 2019 |  |
| 4:10 PM  | IV. Constituent Reports<br>A. Faculty<br>B. Classified<br>C. Foundation<br>D. Student   | Nightingale<br>Turnbull<br>Chesemore<br>Tshimanga          |
| 4:20 PM  | V. Action Items<br>A. Faculty Contract: 2019 Reopener Negotiations<br>Academic Year 2019-20 Letter of Agreement   |  |
| 4:35 PM  | VI. Information Items<br>A. Student Success: Definitions and Measures<br><br>B. Academic and Student Affairs Annual Report  | Berry/Campbell/Jones/<br>Mayer<br><br>Ivelisse/Jones/Viens |
| 5:20 PM  | VII. President's Report   | Weber  |

5:30 PM VIII. Board Reports

5:40 PM IX. Unscheduled Business/Community Testimony

5:50 PM EXECUTIVE SESSION

The Board will be meeting in executive session to evaluate the performances of public employees, to discuss goals for evaluation of the President, and to discuss matters with legal counsel regarding potential litigation and collective bargaining.

7:00 PM Adjournment

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



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

A special meeting of the Board of Trustees of Community College District VIII, state of Washington, was held on September 11, 2019 at Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Richard Fukutaki, Chair, presided.

**MINUTES**

The business session was called to order at 2:05 PM.

**I. ROLL CALL**

Chair Rich Fukutaki, Vice Chair Greg Dietzel, Merisa Heu-Weller, Lisa Chin, Jinhua Johnson, Richard Leigh, Jerry Weber, and Bruce Marvin were present.

**II. CONSENT AGENDA**

Trustee Chin made a motion to approve the consent agenda. Trustee Heu-Weller seconded. The motion passed unanimously. Agenda (September 11, 2019) and meeting minutes (June 21, 2019 and July 24, 2019) approved.

**III. CONSTITUENT REPORTS**

**A. Foundation**

- The Foundation report was provided by Rebecca Chawgo, Executive Director of the Bellevue College Foundation.
- Upcoming Foundation events include the State of BC breakfast, which will be held on Wednesday, September 18 and the Donor & Scholar Reception, which will be held on October 30.
- This year 175 scholarships are supporting students. The scholar orientation is being expanded to two days as there are so many recipients. This orientation will assist recipients with resume writing, tutoring services, and how to work a room, among other skills.
- The Foundation announced that Jinhua Johnson, student member of the Board of Trustees, has been awarded the Merle S. Landerholm Scholarship. This scholarship is awarded to the student member of the Board of Trustees in memory of Merle Landerholm, the first President of Bellevue College.
- Kenny Carlson and Tom Neilson recently made a unique gift to Bellevue College by donating part of an apartment complex in Capitol Hill. The gift provides a naming opportunity for the art gallery, in which Carlson and Neilson have decided to honor a

former art faculty member. A dedication will be scheduled during homecoming week in October.

- Trustee Fukutaki asked if the Foundation would be willing to provide an award to the individual nominated for the ACT Transforming Lives Award. Chawgo said the Foundation has provided an award in the past, and she will ask the Foundation Board to provide an award again this year.

#### B. Student

- The student report was provided by Emmanuel Tshimanga, president of the Associated Student Government.
- Over the summer, Tshimanga attended the Bellevue College governance system training. One of their focuses will be to increase student involvement in governance this year.
- ASG is considering restructuring the way their meetings are run in order to provide substance to the students and increase participation.
- Currently, Tshimanga is the only ASG member, but they have received several applications and he will be working to increase this number.
- The office C211 has been dedicated as a student government office.
- Currently, Tshimanga is working on putting accountability measures in place and developing studying the way compensation is done with student leaders.

#### IV. **ACTION ITEMS**

There were no action items presented for approval.

#### V. **INFORMATION ITEMS**

##### A. Enrollment Report

- Alec Campbell, Associate Vice President of Effectiveness and Strategic Planning (ESP), provided an update on Bellevue College enrollment focusing particularly on Running Start (RS), International, Bachelor of Applied Science (BAS) and State Support enrollments. Campbell also provided comparisons with the community and technical colleges in Washington.
- Enrollment is approximately 12,000 FTE. BAS and RS enrollments continue to increase. RS is approximately 20% of enrollment. International enrollments remain stable. Enrollment of recent high school graduates and students over 25 has declined.
- Bellevue College has not met its state allocation for the past two years, which is consistent with statewide trends. Recently, no college in the SBCTC system has met its allocation target. Only two colleges have reached a higher percentage of their allocation than Bellevue College.
- Trustee Dietzel requested a breakdown of student headcount by legislative district as that information will be useful in working with individuals legislators in legislative advocacy.

##### B. Effectiveness and Strategic Planning Annual Report

- Alec Campbell, Associate Vice President of ESP, presented a review of ESP's progress on its 2018-2019 Objectives and Key Results (OKRs) and a look at ESP's 2019-2020 OKRs. In 2019-2020, ESP will focus on five points of emphasis around grant revenue, data, and governance.
  - Trustees Dietzel and Chin commended Campbell on his report and his data. The trustees appreciated the OKR score card as it provides accountability to the unit and demonstrates to the trustees what is happening within a particular area and across the institution. The trustees would like to see this type of reporting from everyone.
  - Trustee Dietzel asked Campbell about what the trustees should be ready for of all the items he presented in his report. Campbell replied ctcLink and specific demographic group data.
- C. Administrative Services Annual Report
- Dennis Curran, Vice President of Administrative Services, highlighted some of the successes of Administrative Services from 2018-2019, including the completion of a fitness center project and the establishment of a better budgeting process. Curran also reviewed his division's OKRs for 2019-2020.
  - Trustees Heu-Weller asked about the characteristics of a Well building. Curran replied that a Well building takes people's wellness into account in thinking about air quality, light, movement, etc.
  - Trustee Chin would like to see metrics related to how Curran's OKRs contribute to an inclusive campus.
  - Trustee Chin asked about the safety-related OKRs. She shared that it is just as important for the campus to be thinking about proactive safety (e.g., training, increased sense of personal agency), as it is to be thinking about reactive safety (e.g., police presence, locks, etc.). Trustee Chin also brought up that an individual's sense of safety varies by identity and she would like to see if there are ways in which some of the safety OKRs can connect back to Bellevue College's focus on diversity, equity, and inclusion.
  - Trustee Chin expressed concern that the changes in food services (e.g., additional food trucks available on campus) may impact international student employment on campus. Curran replied that he does not anticipate any changes in employment. The differences in food services will provide more variety for customers, but not take away from employees. Any changes in food services may provide an opportunity to provide more training in the kitchen.
  - Chair Fukutaki asked if students will be involved from the beginning of the process. Curran replied that yes, students will be involved from the beginning.
- D. Program Highlight: Harnessing Synergies for Transformative Learning
- Sapan Parekh, Associate Director of Service Learning & Community Engagement in the RISE Learning Institute, presented on RISE Community Immersions, a program to engage faculty and staff in community-based opportunities to deep dive into issues of local or regional importance. RISE focused its most recent Community Immersion on salmon, which is a topic particularly relevant for the Pacific Northwest.

- Upcoming Rise Community Immersions will focus on the Trans Community & Gender Diversity (Winter 2019) and tentatively Housing Insecurity (Spring 2020).

## VI. **PRESIDENT’S REPORT**

Jerry Weber, President of Bellevue College, provided the President’s Report.

- Negotiations were completed with faculty yesterday and a tentative agreement has been reached.
- On-campus student housing is at 92% capacity. There are 303 students in the building, including three homeless students as part of a pilot project with the City of Bellevue and the Bellevue School District.
- Opening Day will be on September 12 and will focus on student success.
- This year there will a focus on climate justice at Bellevue College. Leith Sharp, director and lead faculty of the Executive Education for Sustainability Leadership at Harvard's Center for Health and the Global Environment will be on the Bellevue College campus September 22-27.
- The PIN Conference will be on the Bellevue College campus September 22-27 and include college presidents from across the world. Three events from the PIN Conference will be open to the Bellevue College community, including Anthony Salcito, Vice President of Worldwide Education at Microsoft, who will speak about digital transformation in education; Donald Brinkman, Senior Program Manager at Bing eSports – Microsoft, who will speak about eSports; and Leith Sharp, Director and Lead Faculty at the Executive Education for Sustainable Leadership – Harvard T.H. Chan School of Public Health, who will speak about Leaders on Purpose.

## VII. **BOARD REPORTS**

Chair Fukutaki provided a Board Report.

- Welcome to Jinhua Johnson who will serve a one-year term as the student member of the Board of Trustees.
- Trustees Johnson, Leigh, Fukutaki, and Dietzel will each attend the upcoming ACCT Congress in San Francisco, CA.
- The State Board for Community and Technical Colleges (SBCTC) approved a diversity and equity statement for the community and technical college system with no changes. The first words of the statement say, “Leading with racial equity,” which demonstrate the commitment of the SBCTC to equity. The state is looking to make significant movement in diversity, inclusion, and equity and reducing inequities.

## VIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

There was no unscheduled business/community testimony.

## IX. **EXECUTIVE SESSION**



At 3:50 PM, Chair Fukutaki announced there would be an executive session for approximately 90 minutes to evaluate the performances of public employees, discuss goals for the evaluation of the President, and discuss matters with legal counsel regarding potential litigation and collective bargaining. At 5:30 PM, Chair Fukutaki announced there would be a ten minute extension to the executive session. The Board returned to regular session at 5:40 PM.

X. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 5:45 PM.

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Richard G. Fukutaki, Chair  
Board of Trustees

ATTEST:

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Alicia Keating Polson  
Secretary, Board of Trustees  
Community College District VIII



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REGULAR MEETING AGENDA ITEM

**2019 REOPENER NEGOTIATIONS ACADEMIC YEAR 2019-20 LETTER OF AGREEMENT BETWEEN BELLEVUE COLLEGE AND BELLEVUE COLLEGE ASSOCIATION OF HIGHER EDUCATION**

INFORMATION

FIRST READ

ACTION

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**Description**

Representatives of the College and the Bellevue College Association of Higher Education (BCAHE) have bargained updates to the 2017-2020 collective bargaining agreement (CBA) regarding allocation of salary funding not contemplated by the current CBA. The Letter of Agreement between the parties will serve as an Appendix to the current CBA.

**Analysis**

The changes in the Letter of Agreement include 5% King County Premium Pay for Full-Time and Part-Time Faculty, 2020-21 Academic Calendar, 2019-20 Guided Pathway Funding Updates, and Workforce Education Investment Funding for Nurse Educators. The Letter of Agreement has been ratified by the BCAHE representatives and is being presented to the Board of Trustees for ratification.

**Background/Supplemental Information**

- Letter of Agreement

**Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII approves the 2019 Reopener Negotiations Academic Year 2019-20 Letter of Agreement between Bellevue College and the Bellevue College Association of Higher Education.

Prepared by: Suzette Yaezenko, Vice President of Human Resources  
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REGULAR MEETING AGENDA ITEM

**STUDENT SUCCESS: DEFINITIONS AND MEASURES**

INFORMATION

FIRST READ

ACTION

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**Description**

Achieving the Dream (ATD) provides the framework for Bellevue College's student success initiative with the goal of eliminating achievement gaps by race and ethnicity. We have identified three institutional measures by which we will measure our success:

- 3 year completion and transfer rate
- Fall to fall retention/persistence rate
- Percentage of students completing college level math and English in their first year

The presentation will provide an overview of ATD, a review of the institutional measures dashboards, a summary of accomplishments to date, and our 2019 - 2020 action plan.

**Key Questions**

- \* Why did Bellevue College join ATD?
- \* What data are we using to measure our progress?
- \* What have we accomplished so far?
- \* What will we focus on in 2019 - 2020?

**Analysis**

Workgroups were formed around Bellevue College's three ATD strategies:

- Integrated Student Success and Advising Model
- Implementing Guided Pathways
- Faculty Professional Development

The work of each groups is aligned to the shared expectations for our students. Significant work has been completed and achievable goals have been set for the coming year.

**Background/Supplemental Information**

A PowerPoint presentation will be included.

Retention and Completion:

<https://tableau.sbctc.edu/t/BC/views/Success/INTROPAGE?iid=1&isGuestRedirectFromVizportal=y&embed=y>

College Level English and Math:

<https://tableau.sbctc.edu/t/BC/views/ENGLMATHTiming/INTROPAGE?%3AisGuestRedirectFromVizportal=y&%3Aembed=y>

### **Recommendation/Outcomes**

The Board of Trustees will learn about Bellevue College's student success initiatives and how we measure our success.

Prepared by: Kristen Jones, Provost for Academic and Student Affairs  
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REGULAR MEETING AGENDA ITEM

**ACADEMIC AND STUDENT AFFAIRS ANNUAL REPORT**

INFORMATION

FIRST READ

ACTION

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**Description**

With the creation of the Provost position, Academic Affairs and Student Affairs are now organizationally structured as one administrative unit. The recent hiring of Associate Vice President (AVP) for Student Affairs, Dr. Brenda Ivelisse, and AVP for Academic Affairs, Dr. Rob Viens, who both report to the Provost, has created a structure that facilitates collaboration between the two units to increase student success. Within the framework of Achieving the Dream (ATD), Academic and Student Affairs is focused on advancing the President and Cabinet goal of eliminating achievement gaps and increasing the success of all students.

The Leadership of Academic and Student Affairs (LASA) provides oversight for joint Academic and Student Affairs initiatives. This presentation will provide an overview of our 2018 - 2019 work and our goals for the coming year.

**Key Questions**

- \* What has LASA accomplished over the last year?
- \* What is LASA, Student Affairs, and Academic Affairs planning to do for the coming year?

**Analysis**

LASA was formed by the Provost in summer of 2018. Previously, leadership for Academic Affairs and Student Affairs met separately. LASA developed two Objectives and Key Results (OKRs), formed a workgroup for each, and met monthly to review progress. Significant work was accomplished. With the leadership now in place, more clarity about the connection between LASA and ATD goals, and a narrowed focus, it is anticipated progress will increase exponentially.

**Background/Supplemental Information**

A PowerPoint presentation will be included.

**Recommendation/Outcomes**

The Board of Trustees learns about the progress LASA made on their 18-19 OKRs and the focus of their work for 19-20.

Prepared by: Kristen Jones, Provost for Academic and Student Affairs  
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