



BELLEVUE
COLLEGE

BOARD OF TRUSTEES

COMMUNITY COLLEGE DISTRICT VIII



REGULAR MEETING
NOVEMBER 13, 2019



**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, November 13, 2019. The business session will begin at 2:00 PM in room B201. Richard Fukutaki, Chair, will preside.

AGENDA

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|---------|---|----------------------|
| 2:00 PM | BUSINESS SESSION | |
| | I. Call to Order | |
| | II. Roll Call and Introductions | |
| | III. Consent Agenda | |
| | A. Approval of Agenda for November 13, 2019 | |
| | B. Approval of Minutes from October 2, 2019 | |
| 2:10 PM | IV. Constituent Reports | |
| | A. Faculty | Nightingale |
| | B. Classified | Turnbull |
| | C. Foundation | Brock |
| | D. Student | Tshimanga |
| 2:20 PM | V. Action Item | |
| | A. 1280 Commitment to Sustainability | Viens |
| 2:30 PM | VI. Information Items | |
| | A. Program Highlight: Climate Justice in the Curriculum | Doucette/Spataro |
| | B. College Finances: Fund Balance Review | Craswell/Kussy |
| | C. Academic and Student Affairs Annual Report | Jones/Ivelisse/Viens |
| 3:50 PM | VII. President's Report | Weber |
| | A. International Recruitment Trip to Congo | |
| 4:10 PM | VIII. Board Reports | |
| 4:20 PM | IX. Unscheduled Business/Community Testimony | |
| 4:30 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.

6:00 PM Adjournment

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



**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 October 2, 2019 at the Mercer Island Community Center, 8236 SE 24th Street, Mercer Island, WA in Room 104. Richard Fukutaki, Chair, presided.

MINUTES

I. EXECUTIVE SESSION

At 3:55 PM, Chair Fukutaki announced there would be an executive session for approximately five minutes to evaluate the performances of public employees and discuss matters with legal counsel regarding potential litigation and collective bargaining. At 4:00 PM, Chair Fukutaki announced there would be a ten minute extension to the executive session. The Board returned to regular session at 4:10 PM.

II. 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 (October 2, 2019) and meeting minutes (September 11, 2019) approved.

III. CONSTITUENT REPORTS

A. Foundation

The Foundation report was provided by Rebecca Chawgo, Executive Director of the Bellevue College Foundation.

- Chawgo thanked Trustees Dietzel and Fukutaki for attending the State of BC breakfast.
- The Bellevue College Foundation Board (BCF) is thrilled that trustees will send a representative to each BCF meeting.
- The annual Foundation breakfast will be on April 22.
- Homecoming will be held October 7-11, 2019. Institutional Advancement will sponsor two events during the week, including the Art Gallery Dedication October 8 at 4:00 PM and the inaugural Athletics Hall of Fame on October 10 at 6:00 PM. Class of 2019 inductees include: Terry Agnew, Anita Behrbaum, Al Davis, Jason Ellison, Jim Harryman, Jerry Maris,

Thornton Perry, Orly Waller, Ray Washburn, and Ernie Woods. Those posthumously inducted include: Rhonda Bell, Leon Edmonds, and Kirk Kilgour.

- The annual Donor and Scholar Reception will be on October 30 at 5:30 PM. This event keeps getting larger each year with more scholar recipients. This year there will be a 2:1 scholar recipient to donor ratio, which allows more time for one to one conversation.
- The Foundation will provide a scholarship for the ACT Transforming Lives award nominee from Bellevue College. Trustee Fukutaki thanked the Foundation for their support of this award.
- Following Chawgo's Foundation report, Trustee Fukutaki asked the trustees if they would prefer to move the Board of Trustees meeting on April 22 to immediately follow the Foundation breakfast. The trustees agreed they would prefer the meeting to be immediately following the breakfast, so the time of the Board of Trustees meeting will be moved to 10:00 AM on April 22, 2020.

B. Faculty

A written faculty report was provided by Sue Nightingale, president of the Bellevue College Association of Higher Education, and shared with the trustees. A summary of this written report is provided below:

- Faculty are pleased that Bellevue College has received the U.S. Department of Education Title III Strengthening Institutions grant, which offers the opportunity for Bellevue College to recommit to improving student success and addressing the disparity in success rates among different student populations.
- Faculty have concerns that 60% of course sections are taught by adjunct faculty many of whom worked at Bellevue College less than three years. Because adjuncts teach so many courses, it is critical they are kept informed about new goals, processes, and procedures. There is also concern that less than 10% of adjunct faculty participate in any of the college-wide training days as they are not paid to attend all of the training days.
- Faculty appreciate the full-time positions that have been added to Bellevue College, but believe these positions do not change the full-time/part-time ratio in a significant way and would like to see larger scale change made.
- Nightingale also included the 2019 Best Employment Practices for Part-Time/Adjunct Faculty Resolution 17-03-22 document for trustee review. Faculty are looking forward to working with Bellevue College to determine where the College stands in relation to these best practices.

IV. **ACTION ITEMS**

- ##### A. Faculty Contract: 2019 Reopener Negotiations Academic Year 2019-20 Letter of Agreement
- Motion 48.19

It was moved by Trustee Leigh and seconded by Trustee Dietzel 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.

The motion passed unanimously.

V. **INFORMATION ITEMS**

A. Student Success: Definitions and Measures

- Kristen Jones, Provost for Academic and Student Affairs; Jennie Mayer, Achieving the Dream (ATD) Co-Lead; Bonnie Berry, ATD Co-Lead; and Alec Campbell, Associate Vice President of Effectiveness and Strategic Planning (ESP) provided a presentation on ATD, which provides the framework for Bellevue College's student success initiative with the goal of eliminating achievement gaps by race and ethnicity. All student success efforts at Bellevue College are included under the ATD umbrella. The ATD team has identified three institutional measures by which success will be measured. These measures will be reported annually and are listed below:
 - 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 ATD team has also identified five initiative level indicators, which will be reported quarterly:

- Develop and education plan
- Participate in advising
- Choose a Pathway in their 2nd quarter at BC
- Engage with support services to assess their progress regularly
- Be taught by faculty who engage students using evidence-based practices

The presentation provided an overview of ATD, a review of the institutional measures dashboard, a summary of accomplishments to date, and the action plan for 2019 – 2020.

- Trustee Chin asked if we have improved our ability to disaggregate our data for Asian students as it is critical to be thinking about the student success within this group, as there are Asian students who are historically underserved. Campbell said he agrees and that we are exploring how to disaggregate our data in order to identify which Asian student populations at BC have an achievement gap. Campbell shared that there are limits to the breakdown as the data is controlled by a state-run application. Campbell also said we need better data on African American and LatinX students.
- Trustees Dietzel, Chin, and Leigh asked if we are at year 0 or year 1. Jones responded that 2018-19 is our baseline year and 2019-20 is year 1 (the Fall 2019 students are the year 1 cohort). Fall 2019 students are the first group of students for whom we expect to see the effects of our efforts.

- Trustee Chin asked why Bellevue College was not one of the five colleges selected for guided pathways funding. Berry replied that Bellevue College applied for the grant, but was not selected as the colleges that were chosen were further along in their ATD process.
- Trustee Fukutaki asked how we will know if the student success interventions are working. Campbell responded that we can adjust for the data statistically to determine impact.
- Trustee Dietzel asked at what point does the student choose a pathway? Jones responded that the goal is by the end of 2019-20, 20% of students in their second quarter will have chosen a pathway.
- Trustee Johnson asked if educational plans have already been implemented. When Trustee Johnson first began as a student at Bellevue College, she was not receiving advising, but as a returning student in the accounting program, she receives advising every quarter and has an educational plan. Jones responded that Trustee Johnson's comments reflect the changes that have been implemented.
- Trustee Leigh asked how Bellevue College engages students in evidence based practices? Mayer responded that they are using incentives and structures to encourage faculty to take the time in their busy lives to use these practices that research shows lead to success. At the beginning of the year, a High 5 challenge was implemented where every faculty member was asked to implement at least one High 5 practice in their teaching.
- Trustee Chin asked as we think about an equity framework, what other ways are we thinking about developmental math? Campbell responded that data from developmental math could be included in a future Board report.
- Trustee Fukutaki shared that the Board is very interested in student success, as evidenced by the robust conversation related to this report. He congratulated the team working on ATD and asked how the Board can support the ATD efforts at Bellevue College. Jones responded that it is helpful to receive Board input and accountability.

B. Academic and Student Affairs Annual Report

The Academic and Student Affairs Annual Report was tabled until the next Board of Trustees meeting on November 13, 2019.

VI. **PRESIDENT'S REPORT**

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

- Bellevue College has been awarded the highly competitive U.S. Department of Education Title III Strengthening Institutions grant. With a total of \$2.1 million in funds over five years, this grant will support the College's initiatives to improve retention, completion, and transfer rates of all students while also closing achievement gaps for underserved

students. Bellevue College's Achieving the Dream Action Plan served as the foundation for the grant's work plan.

- The beginning of the school year kicked off a year focused on the topic of climate justice. Leith Sharp, Director and Lead Faculty, Executive Education for Sustainable Leadership at Harvard T.H. Chan School of Public Health, was on campus September 23 -27 to conduct a number of workshops on sustainable leadership with various internal and external College stakeholders. As a part of this week, there was also a Walkout for Climate Justice on September 25, which corresponded with international Global Climate Strike efforts. The Walkout at Bellevue College included shorts speeches by students, staff, and Leith Sharp and had over 300 students, faculty, and staff in attendance.
- Bellevue College recently served as the host site for the annual Postsecondary International Network (PIN) Conference, which brought two dozen presidents and other executive leaders from across the world to campus.
 - Keynote speakers included Anthony Salcito, Vice President of Worldwide Education at Microsoft; Leith Sharp, Director and Lead Faculty, Executive Education for Sustainable Leadership at Harvard T.H. Chan School of Public Health; and Donald Brinkman, Senior Program Manager at Bing eSports – Microsoft.
 - All colleges who participated in the PIN Conference will work with a game designer to develop an app that will teach cybersecurity.
 - As a result of the PIN Conference, Bellevue College is participating in an exchange of programs and curriculum with Lambton College. College. Lambton is providing information about their eSports management program and Bellevue College is sharing information about our robotics program.
- President Weber will begin sending out monthly email updates to the Board about engagement with external stakeholders.
- Trustee Fukutaki asked if President Weber would be providing an update to the Board on the Bellevue College recruiting trip to Congo and Kenya. President Weber said a presentation would be provided at the November or December Board meeting.

VII. **BOARD REPORTS**

No Board report was given.

VIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

There was no unscheduled business/community testimony.

IX. **EXECUTIVE SESSION**

At 5:40 PM, Chair Fukutaki announced there would be an executive session for approximately 60 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. The Board returned to regular session at 6:20 PM.

X. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 6:20 PM.

Richard G. Fukutaki, Chair
Board of Trustees

ATTEST:

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



REGULAR MEETING AGENDA ITEM

1280 COMMITMENT TO SUSTAINABILITY

INFORMATION

FIRST READ

ACTION

Description

Over the past two decades, Bellevue College has grown to be a leader in both 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. This new policy, 1280 Commitment to Sustainability, communicates the significance of sustainability and social justice to Bellevue College and recognizes the importance of serving as a leader in addressing the social inequities created by climate disruption – collectively referred to as climate justice.

Analysis

Bellevue College students have expressed the importance of sustainability; indeed, they have authorized a student fee to support Bellevue College sustainability initiatives. This policy harkens the College to engage our students in a deeper understanding of the equity issues related to climate disruption. Through our practices, as well as through our teaching, we have a responsibility to prepare our students to address the issues raised by unsustainable practices, climate disruption, and social inequity. This policy would build on strong student interest in addressing these issues and strengthen existing grassroots efforts by adding the support of the College behind these important foundational principles.

Fundamentally, this policy serves the same purpose as the “Affirmation of Inclusion” does for equity and inclusion. This policy, centered on climate resiliency and climate equity, asks that all members of the college community consider the disparate impacts of individual actions on all members of society, future generations, and the global ecosystem. It encourages college employees and students to be good stewards of college resources and the environment. This policy also helps to establish Bellevue College as a leader in addressing climate justice and preparing students for a changing future.

Recommendation/Outcomes

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

Prepared by: Jerry Weber, President
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and
Rob Viens, Associate Vice President of Academic Affairs
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~~12806080~~ 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, maintaining healthy ecosystems, and reducing climate impacts. The College recognizes that students should be aware of and prepared for the challenges created by climate disruption, population growth, and a lack of sustainable resources. By acknowledging that climate impacts fall strongest on those without resources for resiliency, the College prepare our students to be leaders in cultivating a sustainable future and in promoting equity and climate justice. Because sustainable principles are among the fundamental values and priorities of Bellevue College, these principles provide faculty and staff a framework for college planning, operational practices, and curriculum development.

RESPONSIBILITIES

(if applicable)

[Click Here to Insert Title]

- [Click Here to Insert Responsibilities]

DEFINITIONS

(If applicable)

[Click Here to Insert Term]

- [Click Here to Insert Definition]

RELEVANT LAWS AND OTHER RESOURCES

[Click Here to Insert Resources]

REVISION HISTORY

[For Policy Coordinator's Use Only]

APPROVED BY

[Click Here to Insert Text - i.e. President's Staff, Board of Trustees]

REGULAR MEETING AGENDA ITEM**PROGRAM HIGHLIGHT – CLIMATE JUSTICE IN THE CURRICULUM** **INFORMATION** **FIRST READ** **ACTION**

Description

Sonya Doucette, Chemistry and Environmental Science Senior Associate Professor, and David Spataro, Political Science Associate Professor, will present on climate justice work in the curriculum.

The presentation will provide an overview of the Climate Justice in the Curriculum program, including what is being done for professional development opportunities in Faculty Learning Communities, book clubs, a Summer Institute, and Teaching Squares.

Key Questions

- Why is the program focused on climate justice, and how does it relate to student and institutional success?
- How are we implementing climate justice into the curriculum at BC?
- Where do we go from here?

Analysis

In spring 2018, the Sustainability Curriculum Committee launched the Climate Justice in the Curriculum project in collaboration with Provost Jones, President Weber, BC's Office of Sustainability, and the Faculty Commons. The project focuses on implementing short—but impactful—climate justice lessons across the curriculum. So far, faculty from 14 programs from across the College have participated, which showcases the range of the work produced. We developed several professional development opportunities for faculty, including learning communities, a summer institute, teaching squares, and book clubs. Continued financial support from the Provost's Office along with a new collaboration with the RISE Learning Institute, has enabled the expansion of the program to include collaboration with local community-based organizations through service learning and project-based learning. With funding from the Student Environmental Sustainability Fund, we will be showcasing student art work dealing with climate justice issues on our campus, including a concert, an art gallery event, a short film, a Belletrist publication, and an escape room. Our work recently culminated in a successful, campus-wide College Issues Day.

Background/Supplemental Information

A PowerPoint presentation will be shared as part of the presentation.

Recommendation/Outcomes

The Board of Trustees will learn about Climate Justice in the Curriculum and how climate justice and climate change have been integrated into specific BC courses, and how we have expanding learning into surrounding communities.

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



REGULAR MEETING AGENDA ITEM

COLLEGE FINANCES: FUND BALANCE REVIEW

INFORMATION

FIRST READ

ACTION

Description

In follow up to preliminary data shared July 2019, the Bellevue College Fund Balance is presented with final 2019 end of year close data. Re-allocations have been completed increasing the college operating reserve and capital funds.

Key Questions

- * What is the current fund balance status and end of year projected balance?

Key Highlights

- Operating reserve balance increased from 15% to 25% (3 month reserve). Goal is to reach a 6 Month reserve by contributing an additional 3% per year.
- Capital Sustainability fund established with \$9 Million to fund restoration of aging campus (future projects).
- Innovation fund established with \$2 Million to provide resources for expenditures that will generate new revenue or reduce current expenses.

Background/Supplemental Information

A PowerPoint presentation will be included.

Prepared by: Jim Craswell, Interim Executive Director of Finance & Auxiliary Services
james.craswell@bellevuecollege.edu



REGULAR MEETING AGENDA ITEM

ACADEMIC AND STUDENT AFFAIRS ANNUAL REPORT

INFORMATION

FIRST READ

ACTION

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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