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

A regular meeting of the Board of Trustees of Community College District VIII, state of Washington, was held on February 5, 2020 at 3000 Landerholm Circle SE, Bellevue, WA 98007. Richard Fukutaki, Chair, presided.

**MINUTES**

The business session was called to order at 2:03 PM.

I. **ROLL CALL**

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

II. **CONSENT AGENDA**

Trustee Heu-Weller made a motion to approve the consent agenda. Trustee Dietzel seconded. The motion passed unanimously. Agenda (February 5, 2020) and meeting minutes (January 8, 2020) approved.

II. **RECOGNITION OF TRANSFORMING LIVES NOMINEES**

The Association of College Trustees (ACT) Transforming Lives Awards recognize current or former students whose lives have been transformed by attending a Washington state community or technical college. This year, Bellevue College faculty and staff nominated twelve students for the ACT Transforming Lives Award.

The following students were nominated for the award and were recognized, along with their faculty/staff nominator:

Anush Mughnetsyan	Nominated by Barbara Brodsky
Liangchun Chen	Nominated by Judith Paquette
Vitaliy Manchik	Nominated by Linda Schinman
Courtney Hoffman	Nominated by Linda Schoenfeld
James Randall	Nominated by Nora Lance
Katherine Sun	Nominated by Subramanya Betageri
Nhu-y Do	Nominated by Grady Blacken
Lirine Tchatat	Nominated by Jacqueline Drak
Ndayishimiye Priame	Nominated by Nora Lance
Unica Le	Nominated by Gita Bangera
Joedy Morrow	Nominated by David Spataro
Kati Phillip	Nominated by Jennie Mayer

### III. CONSTITUENT REPORTS

#### A. Classified

The Classified report was provided by Becky Turnbull, Bellevue College Chief Shop Steward for the Washington Public Employee's Association (WPEA).

- Classified staff are looking forward to the Professional Development Day on February 17, 2020 as a way to connect with others outside of their network and learn something new.
- Bellevue College students now have free access to the King County Library System's Online Library through a variation of their college-issued ID number.
- Turnbull thanked President Weber for traveling to Olympia recently to advocate for the bill supporting affordable housing.

#### B. Faculty

The Faculty report was provided by Sajonna Sletten, Chair of the Bellevue College Faculty Council.

- Sletten shared that she is proud of, and especially proud to be a member of, the Faculty Council. She also thanked President Weber for bringing together the College Assembly and the Cabinet earlier in the year in a retreat and expressed her hope that this connection continues throughout the year and into the future.
- The Faculty Council has some points of primary focus this year, including 1) examining college policies and procedures; 2) providing more transparency about how class scheduling decisions are made; 3) putting together a quality of life task force, which examines issues like food on campus; 4) promoting equity training for faculty and the hiring of faculty of color; and 5) spending time gathering information and providing feedback on faculty needs.
- Sletten expressed concern about internal promotion processes.

#### C. Foundation

The Foundation report was provided by Jim Chesemore, Chair of the Bellevue College Foundation (BCF).

- Mini-Grant awards were recently announced by the BCF. The following grants were awarded:
  - Action Research Inquiry on the Efficacy of Mozi as a Writing Intervention: Jeremiah Allen (English)
  - Studio Q Expansion: Creating a Media Space for College Community: Ron Austin (eLearning)
  - Accessibility Equipment for Everyday Class & Presentations: Sheena Davis (Occupational & Life Skills)
  - GPS Player Tracking (Playertek): Eduardo Millan (Athletics)
  - The Effect of Rising Water Temperatures on Salmon Microbiome: Reza Forough (English)
  - Post-Graduation Support Training Program for Students with Barriers to Employment: Pilar Lopez (Workforce Development)

- ASC Advanced Computer for Tutoring: Jonathan Molinaro (Academic Success Center)
- Video Production for Guided Pathways: Anastasia Whitaker (Center for High School Programs)
- The BCF continues to plan the annual fundraising breakfast, which will be held on April 22 at the Meydenbauer Center.
- The BCF has spent significant time working on strategy this year. They will vote on an updated mission statement at their next meeting.
- Chesemore thanked the trustees for attending BFC meetings.

#### D. Student

The student report was provided by Emmanuel Tshimanga, president of the Associated Student Government (ASG).

- ASG has conducted interviews for the positions of public relations representative and social responsibility representative. Positions will be offered to candidates soon.
- As some students on the North campus feel disconnected from the services and resources of the main campus, Tshimanga has spent time meeting with a student from the North campus to discuss possibilities, for themselves and others, to join the main campus.
- Tshimanga will be meeting with the Vice President of Administrative Services to discuss the Meals with Meetings Policy and how it affects student organizations.
- ASG is currently working to meet with all student organizations to discuss and solicit feedback on changes brought by ASG.
- Students from ASG will be touring the Student Success Center in the next week.
- The Associate Vice President of Student Affairs will be invited to present on Student Affairs initiatives related to student success and student life.

#### IV. **FIRST READ ITEMS**

##### A. Policy 6150, Serving Alcoholic Beverages on Campus

Dennis Curran, Vice President of Administrative Services, presented the revision to Policy 6150. The policy revision updates the name of the WA State Liquor and Cannabis Board, defines “event sponsor,” removes gendered language, and changes “president” to “provost” in the sentence describing approval. This brings the policy into alignment with the new procedures, which were more significantly revised.

- Trustee Fukutaki asked if it would be more appropriate for the Vice President of Administrative Services to be the approval authority in this policy, rather than the Provost. Curran noted that it is important for approval to be outside of his division.
- Trustee Dietzel asked which policy governs alcohol use in student housing and if the college is prepared to keep Running Start students safe and secure when they are on campus.

##### B. Tenure Candidate Review

Kristen Jones, Provost, reported eight candidates recommended for tenure this year and one candidate recommended for a fourth year. Jones stated she will answer any questions in executive session.

V. **INFORMATION ITEMS**

A. Program Highlight: Math Redesign (Corequisites)

Andria Villines, Senior Associate Professor and Mathematics Department Chair, presented on the Bellevue College Mathematics Department redesign efforts including corequisites. The national and Bellevue College data make a strong case for the success of corequisite classes in both increasing overall student completion of college level math and in reducing the equity gaps. Any type of change can be a challenge to implement, but it is especially challenging in a large department with more adjunct than fulltime faculty where each instructor has academic freedom. To gain the time and compensation necessary to build engagement and ownership in corequisites, the Math Department took the initiative to apply for several grants and was successful as part of the recent Title III grant. The Title III grant will support a summer workshop to begin the corequisite planning process followed by support for a curriculum development, review, and training process. Once the corequisite course for Math 099: Intermediate Algebra and Math 141: Precalculus I is implemented, the department attention will shift to a redesign of the precollege sequence followed by the design of additional corequisite courses.

- Trustees Fukutaki asked if the college needs additional resources for corequisites. Villines responded that the Math Department will take any resources offered.
- Trustee Fukutaki asked if the college is turning away students from taking math in the first year due to a lack of classroom space and/or instructors. Villines said students are turned away only from taking math classes during popular times: there is still availability for afternoon and night math classes. Villines also noted that more classrooms available at popular times for math classes would be helpful.
- Trustee Dietzel asked when the corequisites would begin. Villines responded that implementation would be 2021 for the first course and 2024 for the second course. Trustee Dietzel is concerned this may be slow.
- Trustee Dietzel asked if the corequisite model is utilized anywhere else on campus and if lessons learned there may be applied to the math courses. Provost Jones responded that the English program is using a corequisite model with evidence that it is successful.
- Trustee Heu-Weller stated her expectation that the college examines this data by race. Villines confirmed the data is examined by race.

B. Annual Report: Information Technology Services (ITS)

Rodger Harrison, Vice President of ITS, presented the annual report for ITS. ITS is comprised of five departments: Digital Media Services, Enterprise Services, Technology Support Services (TSS), Information Technology (IT) Business Operations, and the Office of the Vice President.

- Trustee Fukutaki asked if technical standards currently exist or if ITS will be developing the standards. Harrison responded that there have been loose standards in place, but his team will be working to develop more extensive standards across the campus.

- Trustee Fukutaki asked how the college's focus on sustainability affects printers. Harrison responded that his team is working on consolidating printers and lowering the total number on campus. ITS is also looking at ways in which copiers on campus can be more efficient.
- Trustee Dietzel asked who is responsible for ctcLink and TargetX integration. Harrison clarified he oversees those systems.
- Trustee Heu-Weller asked how many people are under the umbrella of ITS and to what extent ITS plans to automate to scale to the work load at the college. Harrison responded that his division has approximately 50 employees. ITS currently remotes into computers and uses knowledge-based articles to point individuals to self-help. The team will be looking at ways to automate further as they move forward.
- Trustee Dietzel recognized Harrison and the ITS team for the cybersecurity awareness campaign in October.

### C. Winter Enrollment Report

Jones presented the winter enrollment report. Compared to 2018-19 annual enrollment is declining. Quarterly data show that enrollments were down substantially in Summer and down slightly in Fall and Winter. Disaggregated data shows: a) allocation eligible enrollment continues to decline; b) Running Start enrollments are up about 4% over last year; c) enrollment in bachelor's classes (300-level+) is about even with last year; d) international student enrollment outside of English Language Institute (ELI) is down, but in Winter it is about even with last year; e) ELI enrollments were down in Winter and Summer, about even with last year in Fall; and f) Career Education Options (CEO) enrollments have grown in each quarter, and are up about 13% versus last year. The Cabinet has a sense of urgency in addressing declining enrollment.

- Trustee Dietzel expressed an interest in enrollment and completion data being reported in the future.
- President Weber shared that future data will be broken down by race/ethnicity.

## VI. **PRESIDENT'S REPORT**

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

- Several Bellevue College Cabinet members are participating in the Microsoft Campus Connections Summit this week.
- The Cabinet is working on putting together a list of corporate partnerships which will be shared with the Board in the future.
- A tour of the Student Success Center will be scheduled for the trustees.

## VII. **BOARD REPORTS**

Trustee Dietzel attended a recent Bellevue Chamber of Commerce event which featured President Ana Mari Cauce of the University of Washington (UW). President Cauce complemented Bellevue College on two fronts. First, she indicated that Bellevue College is the largest feeder school to UW. Second, she publicly stated that the quality of Bellevue College students is as good or better than students that are native to UW. Trustee Dietzel thanked the faculty and staff of the college for working toward those outcomes.

VIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

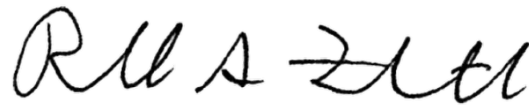
There was no unscheduled business or community testimony.

IX. **EXECUTIVE SESSION**

At 4:45 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. At 5:45 PM, Chair Fukutaki announced there would be a 20 minute extension to the executive session. The Board returned to regular session at 6:05 PM.

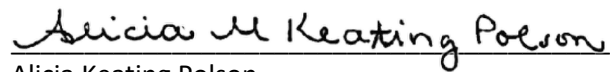
X. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 6:05 PM.



Richard G. Fukutaki, Chair  
Board of Trustees

ATTEST:



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