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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 January 29, 2020 at the Mercer Island Community Center, 8236 SE 24<sup>th</sup> Street, Mercer Island, WA in Room 104.

**MINUTES**

The business session was called to order at 2:04 PM.

I. **ROLL CALL**

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

II. **FINANCE**

- A. Budget for FY 2020-21
- B. Budget Projections
- C. Fund Balance and Reserves

Jim Craswell, Interim Executive Director of Finance & Auxiliary Services, presented on finance and shared the new budget projection model.

- Trustee Dietzel would like to see the inclusion of completion data in future reports.
- The finance sub-committee will meet with Craswell and Curran in the spring to consult on the budget.
- Trustee Chin is concerned about the ability to use dedicated program funds as emergency reserve funding.
- The Board is in support of the recommendation that Bellevue College update the reserve requirement from 15% to 25% of operating budget.
- The trustees indicated that this report by Jim Craswell should receive an award because it was the clearest explanation of the finances that they have received so far.

III. **PROJECT UPDATES**

- A. Aquatic Center Review Process

Dennis Curran, Vice President of Administrative Services, presented an update on the aquatic center review process, including the timeline for the college and the city.

- B. Exempt Compensation/Classification Study

Suzette Yaezenko, Vice President of Human Resources, presented an update on the exempt compensation/classification study.

#### IV. **INNOVATION FUND AND INVESTMENT PROJECTS**

##### A. Comprehensive Marketing Plan

Gayle Barge, Vice President of Institutional Advancement, presented on the proposed comprehensive marketing plan.

- Barge will report on marketing numbers to the Board yearly.
- Trustee Dietzel remarked that he is happy to hear about the link between marketing and recruiting as he knows how important this link is.
- Trustee Chin says it is time for Bellevue College expand marketing.
- Trustee Fukutaki is concerned the plan is designed to break even in that projected revenue and expenses are close.
- Trustee Fukutaki thinks marketing and branding benefits that are harder to measure need to be included as well as the one presented in this pan.

##### B. Online Courses and Campus

Jerry Weber, President, presented on an expansion of online through the whole campus.

- Trustee Chin said that a business plan especially matters for an online campus. It is important to consider the audience, which classes to include, and how to do pathways.
- Trustee Chin wants to know how Bellevue College is staying mindful of students who are not served by online classes.

##### C. Safety and Security Systems

Dennis Curran, Vice President of Administrative Services, presented on safety and security systems.

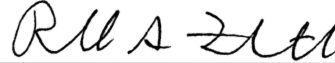
- Trustee Dietzel stressed the importance of balancing safety and privacy. It is very important to understand how these systems impact equity and to make sure the right stakeholders are engaged.
- Trustee Chin noted that Bellevue College needs to consider how parking tickets can be regressive and affect those with the least means.
- Trustee Heu-Weller is concerned about sending students to collections for overdue parking tickets.
- Trustee Leigh is concerned about lighting on campus.
- Trustee Chin asked if students have a voice in safety and security on campus.

#### V. **EXECUTIVE SESSION**

At 5:14 PM, Chair Fukutaki announced there would be an executive session for approximately 45 minutes to discuss goals for the evaluation of the President and collective bargaining. The Board returned to regular session at 6:00 PM.

VI. **ADJOURNMENT**

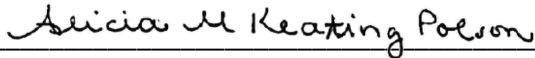
There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 6:00 PM.



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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