

**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 7, 2018 at Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Merisa Heu-Weller, Vice Chair, presided.

**EXECUTIVE SESSION**

Ms. Heu-Weller announced that there would be an executive session for approximately ninety minutes to evaluate the performances of public employees and discuss collective bargaining. The executive session adjourned at 1:30 p.m.

**BUSINESS SESSION**

The business session was called to order at 1:35 p.m.

**I. ROLL CALL**

Mr. Cha, Mr. Dietzel, Mr. Fukutaki, Ms. Heu-Weller, Mr. Leigh, Mr. Marvin, and President Weber were present. Ms. Heu-Weller announced that Steve Miller's term has ended and a new trustee, Richard Leigh, has joined the Board. Richard thanked Merisa and said that he is pleased to be with Bellevue College. He is a twenty year resident of Bellevue and his wife has taken many courses in Continuing Education at Bellevue College. He is an attorney and serves on several non-profit boards.

Vice President Karim presented Tom Broxon, Dean of Natural Sciences and Mathematics at Pierce College, a Washington Executive Leadership Academy (WELA) cohort member, and mentee.

**II. CONSENT AGENDA**

Mr. Fukutaki made a motion to approve the consent agenda. Mr. Dietzel seconded. The motion passed unanimously.

Minutes from January 10, 2018. Mr. Fukutaki motioned to approve the minutes from January 10, 2018. Mr. Dietzel seconded. The motion passed unanimously.

**III. CONSTITUENT REPORTS**

- A. Sue Nightingale, representing Bellevue College Association of Higher Education, reported on the following items:
- i. Sue thanked the trustees who came for Light up the Night event. Lighting and parking are common concerns that Sue hears regarding infrastructure.
  - ii. Sue referenced a letter of concern from faculty dated October 2017 regarding issues that were happening at the Disability Resource Center. Sue spoke with President Weber in October. Significant improvements have been made, including note takers for students. It is harder to see positive changes, so faculty temperature on this is still cold. Faculty have made no progress on the demand to bargain. This was complicated by the departure of the former Vice President of Human Resources. While this is

understandable, Sue reported that faculty would like to work harder to get the issues resolved.

- iii. Sue provided information for trustees as they speak to members of the public and legislators regarding faculty step increases.
  - iv. Sue was asked to serve on the Washington State Board committee for strategic enrollment management. She has found it interesting to work with leadership from various colleges as they approach this common problem. College's take different approaches. Pierce College was highlighted as a college that does significant work in this area. Sue feels Bellevue College will have a heavy burden in this area because of the ratio of part-time to full-time faculty. Many items under the Achieving the Dream (ATD) initiative will focus on teaching and what faculty are doing in the classroom.
  - v. Sue shared a concern about the hiring process. She has talked to President Weber about speeding up the hiring process. Eleven positions are approved to be hired, only six are currently advertised. She believes that every one of them should have been advertised by February to attract skilled faculty. She is concerned about contraction in the number of full-time faculty positions and recommends keeping an eye on that.
  - vi. The class of eleven tenure candidates were of sixteen that were hired.
- B. Becky Turnbull, representing classified staff, reported on the following items:
- i. Classified Staff will meet with President Weber tomorrow at College Issues Day.
  - ii. Classified staff is aware of leadership shift. They enjoy hearing from President Weber and appreciate him asking for feedback.
  - iii. Recently, President Weber asked for personal anecdotes from classified staff regarding the cost of living in this region. Becky reported that she has spoken to several legislators about these issues. President Weber commented that he has shared the stories, which he also collected from faculty and exempt staff. President's Cabinet will evaluate and choose the most representative stories; these will be sent to the legislature. Some trustees are going to a national Trustees conference in Washington D.C. and will speak with legislators. These compelling personal narratives will underscore the conversation.
  - iv. Becky believes that the Disability Resources Center (DRC) has been severely understaffed. She reported that they have had almost complete turn-around in the last five years with much difficulty to retain employees. Students in crisis are in the DRC and there is often no manager presence.
- C. Rebecca Chawgo, representing Bellevue College Foundation, reported on the following items:
- i. The Annual Foundation Luncheon is set for April 25, 2018. On behalf of Foundation Board President, Laura Celis, Rebecca asked the Board to serve as Table Captains at the luncheon. Merisa thanked Foundation staff for the support they provide table captains each year.
  - ii. The Alumni Association is holding a social outreach event called Pub and Grub on March 15, 2018 at the Mustard Seed in Newport Hills.
- D. Amber Castaneda, representing the Associated Student Government (ASG), reported on the following items:

- i. ASG has resolved that this is a transition year with a focus on outreach, relationship building, and restructuring student government.
- ii. Currently the ASG are working on revising their bylaws, which need to be aligned with the ASG constitution. The most recent version ASG were able to find through a records search was from 2007. It was suggested that Bruce Marvin may be able to assist in looking for the document. They would like to address changes needed and get this issue resolved.
- iii. Student Council meetings will be moved to every other week in order to align with Governance meetings.
- iv. ASG is proud to host Black History Month keynote speaker, Rasheed Cromwell, who will address the Black Lives Matter movement in his speech, February 14, 2018.
- v. More seats for student representatives are available on the BC Governance functional councils.
- vi. ASG thought the recent Light up the Night event was important and a good experience. They support holding this event again in summer. Safety on campus is an ongoing conversation for every council in Governance.

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

##### **A. Tenure Recommendations**

Dr. Gita Bangera, Interim Vice President of Instruction, reported recommendations from the Tenure Review Committee for third year tenure candidates.

- a. In response to the previous ASG report, VP Bangera thanked everyone for coming to the Light up the Night event and believes that it confirms that college management cares about safety. VP Bangera thanked Vice President White's team, reported that the ASG feedback will be added to the surveys already done, and agreed that conversations about safety should continue throughout the year.
- b. The candidates for tenure were provided in the overview. Notebooks including all the required information will be sent to the Board via a secured link.

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

##### **A. Foundation Annual Report**

Dr. Gayle Barge, Vice President of Institutional Advancement, presented information. Key discussion points were:

- a. Dr. Barge is the first of this current senior leadership team to present an annual unit report to the Board. An executive summary of how Foundation is supporting President Weber's vision was included in the packet and VP Barge narrated a presentation which served as a snapshot of that more detailed document.

##### **B. Student Success – Fulbright Scholar**

Dr. Gita Bangera presented information about Bellevue College's visiting Fulbright Scholar, James Riggall. Key discussion points were:

- a. James has become familiar with the school and the area. He mentioned that many of the people he wanted to meet, he has met in the region.
- b. James has been co-teaching an online class with Bruce Wolcott of the Institute for Business and Information Technology; students from around the world are attending.
- c. Dr. Bangera thanked all the people who helped with this project including Rebecca Cory, Vivienne McClendon, RISE Learning Institute staff, and Bruce Wolcott.
- d. Virtual Reality is the focus of some of James' work and Dr. Weber asked for a simile of the Virtual Reality (VR) goggles to take to the California Community College Registry job fair, which he will attend with many Bellevue College faculty members in an effort to achieve greater diversity of applicants to full-time faculty positions.
- e. A tour of the RISE space and demonstration of the Virtual Reality project is being planned for the Board's March 7<sup>th</sup> meeting. President Weber mentioned that Bellevue College has been working with Washington Technology University and are developing a formal Memorandum of Understanding (MOU). President Weber suggested that the RISE tour occur following the board meeting.
- f. This presents a wonderful promotional opportunity for Bellevue College. The President's Office is working on a one-pager with links to stories; this should be included and provided to the Board for their upcoming conversations with legislators.
- g. Institutional Advancement will work with Instruction on a case study.
- h. James will continue teaching with Bruce and is interested in continuing other collaborations he has established during his time at Bellevue College. Instruction will continue to explore courses to develop. Vivienne McClendon, Dean of Library Media Center (LMC), worked with Bruce to write the Lockwood Grant then LMC matched the grant funds to get the VR headsets. Faculty has been introduced to the headsets and feedback is being collected. Bruce and James are working with Dean McClendon on a book relating to VR and how it is transforming education.

## **VI. QUARTERLY ENROLLMENT REPORT**

Dr. Gita Bangera presented data showing enrollment trends over time. Key discussion points included:

- A. It was decided that the quarterly enrollment report should be presented by the Office of Effectiveness and Strategic Planning; therefore, Dr. Alec Campbell, Interim Associate Vice President of Effectiveness and Strategic Planning will present the next regularly scheduled enrollment report.
- B. It is likely that Bellevue College will still not make the allocation target. Up to 2% of total enrollment is allowable from self-support programs; the College is currently at 1.6%
- C. It is important to identify an ideal model (size and composition) for allocation of students groups (international, running start, self-support). This should be addressed in the future strategic marketing plan. A new environmental scan should be conducted and decisions made regarding appropriate targets.

- D. Dr. Bangera explained that the allocation is a complicated calculation of the State Board for Community and Technical Colleges (SBCTC), which evaluates enrollment over the last three years and considers the enrollment trends of all community colleges in the system.
- E. Many colleges in the SBCTC system are not reaching their enrollment targets. Discussion on what is impacting enrollments across the state. President Weber a member of the board for the American Association of Community Colleges (AACC) who receive national enrollment information. President Weber reported that this is the first time in history that declining enrollments have been reported for five consecutive years. There are different theories, but President Weber believes there is disruption in competition of which administrators and boards may not be aware. He also believes there are quicker paths to the workforce in high-tech industries. President Weber will attend the AACC conference in April and looks forward to learning more.
- F. Board members agreed that this presentation was much clearer than what has been presented offered in past enrollment reports.

**VII. PRESIDENT'S REPORT**

- A. Vice President of Administrative Services, Ray White, has tendered his resignation. Vice President White is proud of the work done in the last six years. He plans to return to teaching.
- B. Trustees Fukutaki and Dietzel participated in the intake process for the College's recent audit. Trustee Dietzel and President Weber then participated in the exit interview portion of that process. Trustee Dietzel recognized the staff for their work, with particular mention of the finance team. President Weber will work with the auditors to bring more audits in the future.
- C. College Issues Day is set for February 8. Two sessions will be offered on the topic of Achieving the Dream (ATD) and the Core Team is working with ATD coaches. A full day of presentations has been organized by Interim Vice President of Diversity, Sayumi Irej, and other members of staff. There will be a panel discussion on Student Housing. Representatives from Edmonds Community College and Green River Community College will discuss life before and after student housing. This is a good opportunity to have college-wide discussions.
- D. President Weber has talked to Andy Wappler from Puget Sound Energy regarding the Energize Eastside project and brought forward the concerns raised at the previous Board of Trustees meeting by the community group Coalition of Eastside Neighborhoods for Sensible Energy (CENSE). President Weber will consider all the information he has received. At the March meeting, a decision will be made regarding Bellevue College's support of the initiative.

**VIII. BOARD REPORTS**

- A. Trustee Heu-Weller reported that President Weber met with President Cauce of University of Washington (UW) to reaffirm their shared desire to work better together, particularly with regard to legislation. Trustee Heu-Weller's husband is the incoming Alumni President at UW and opportunities for collaboration are numerous.
- B. Trustee Fukutaki reported that he, along with Trustee Dietzel and Trustee Cha, attended the Washington Association of College Trustees (ACT) conference and Transforming Lives Dinner. Trustee Fukutaki was also on the Transforming Lives awards committee. He can provide insight for future Transforming Lives Award nominations.

- C. Trustee Cha reported that it was inspiring to attend the ACT event and learn of the ways students have overcome challenges. He wants to be more active on campus, particularly to assist struggling students.

**IX. UNSCHEDULED BUSINESS**

- A. Community member, Fiona Cofield, state that she appreciated the significant amount of time allowed at the previous meeting to provide testimony regarding Energize Eastside and the College's ongoing consideration and analysis of this project and hopes to connect with Bellevue College administration again soon. She directed people who are interested in the project to the CENSE website [www.CENSE.org](http://www.CENSE.org).

Meeting adjourned at 2:56 pm.

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Merisa Heu-Weller, Vice Chair  
Board of Trustees

ATTEST:

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Donna Sullivan  
Secretary, Board of Trustees  
Community College District VIII