

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 June 6, 2018 at Bellevue College, 3000 Landerholm Circle SE, Bellevue, Washington. Merisa Heu-Weller, Chair, presided.

EXECUTIVE SESSION

Trustee Heu-Weller announced that there would be an executive session for approximately one hour to evaluate the performances of public employees and discuss collective bargaining. At 12:30 pm, Board Chair, Merisa Heu-Weller announced that the meeting would be extended by approximately 5 minutes. The executive session adjourned at 12:37 p.m.

BUSINESS SESSION

The business session was called to order at 12:40 p.m.

I. ROLL CALL

Mr. Cha, Mr. Dietzel, Mr. Fukutaki, Ms. Heu-Weller, Mr. Leigh, Mr. Marvin, and President Weber were present.

II. CONSENT AGENDA

Greg Dietzel made a motion and Richard Leigh seconded to approve the consent agenda. Minutes from the April 25, 2018 meeting were approved as corrected. The motion passed unanimously.

III. CONSTITUENT REPORTS

- A. Sue Nightingale, representing Bellevue College Association of Higher Education, reported on the following items:
- a. Ms. Nightingale presented information on 2017-18 faculty salaries including a chart supporting the idea that two-thirds of base salaries for faculty fall below the amount needed for a family of three to live in King County according to Housing and Urban Development (HUD), and statements about the state's obligation to invest in teacher and staff salaries.
 - b. Ms. Nightingale also presented funding projections regarding the Running Start program from the Office of Financial Management.
 - c. Ms. Nightingale suggested that administrative salaries have increased to a larger extent than faculty salaries.
 - d. There was discussion and confusion over the difference in data presented here and what is presented in the College's 2018-19 budget. It was noted that there is a seven percent administrative fee, which the state charges, that might explain the discrepancy. It was noted that the confusion will be resolved after a closer comparison of the data.
- B. Becky Turnbull, representing Classified Staff, reported on the following items:
- a. Classified staff will receive a two percent cost of living increase this year, which is good but Ms. Turnbull noted that it falls far behind faculty.

- b. There is a BC Pride event planned for June 12 to recognize the LGBTQ community.
 - c. Two classified staff, Caesar Rangal and Paula MacPherson gave a presentation at the University of Washington recently.
 - d. Ms. Turnbull thanked all classified staff members for advocating for better work environments.
 - e. Peter Prescott and Wellness Center are doing great activities for employees including outdoor yoga. President Weber noted that he recently met with the Wellness Center staff to begin exploring more opportunities for employee health and wellness.
- C. Laura Celis, President of Foundation Board and Jim Chesemore, President Elect of Foundation Board reported on the following items:
- a. Mr. Chesemore thanked Ms. Celis for the work she has done with the Foundation and for the College.
 - b. The Year End celebration and Excellence Awards this afternoon will honor faculty and staff.
 - c. BC Bingo is scheduled for Friday, June 8 and should be a lot of fun.
 - d. Lockwood award recipients were chosen. One of the projects uses virtual reality to augment training and the other focuses on developing course-based under graduate research experiences.
 - e. BC Foundation has awarded 174 scholarships this year. Ms. Celis recognized Lauren Hardin for simplifying the scholarship application process and coordinating the schedule more efficiently for planning purposes. The goal for next year is to notify recipients by May 1, which would align with awards from high schools. The Foundation would also like to get greater campus community involvement in reviewing scholarship applications.
 - f. Interaction between the Board of Trustees and BC Foundation Board will be discussed at next week's Executive Committee meeting. Ms. Celis thanked board members and staff at the Foundation for the support she has received over the last two years as president of the Foundation Board.
- D. Amber Castaneda, Associated Student Government (ASG) President, represented student government and reported on the following items:
- a. Issues with the ASG Constitution were discovered and Constitution bylaw amendments were made null and void due to a lack of appropriate approval and documentation process. ASG has now approved two rounds of the bylaws amendments and they are presented as first read items.
 - b. ASG has worked hard to ensure the success of next group of ASG representatives by better defining job descriptions.
 - c. LaMeshia Taylor, advisor to ASG, was recognized for her contributions.
 - d. Joedy Morrow, ASG Environmental and Social Responsibility Representative was recognized for her work updating the Student Environmental Sustainability Fee and Student Contract.
 - e. Ms. Castaneda thanked the entire student government team.

IV. ACTION ITEMS

A. Tenure Committee Recommendation (off-cycle)

Interim Vice President Gita Bangera presented a third-year, off-cycle candidate for tenure.

Motion 02:18

It was moved by Trustee Leigh and seconded by Trustee Dietzel that:

The Board of Trustees of Community College District VIII hereby grants tenure effective Winter Quarter 2019 to David Spataro.

The motion passed unanimously.

B. Policy 1200 Core Values, Mission and Core Themes

President Weber presented.

Motion 03:18

It was moved by Trustee Dietzel and seconded by Trustee Leigh that the Board of Trustees of Community College District VIII approve the name change and revision to Policy 1200.

The motion passed unanimously.

C. Policy 2200 Admissions Rules

Motion 04:18

It was moved by Trustee Dietzel and seconded by Trustee Fukutaki that the Board of Trustees of Community College District VIII approve the revision of Policy 2200.

The motion was passed unanimously.

Schedule of meetings

It was moved by Michael Cha and seconded by Richard Leigh that the Board of Trustees of Community College District VIII approve the proposed schedule of meeting dates for 2018-19.

The motion was passed unanimously.

V. FIRST READ ITEMS

A. 2018-19 Budget

Jennifer Strother, Executive Director of Finance, Sharon Kussy, Director of Budget, and Vice President White presented. Key discussion points included:

- a. Dr. Weber noted that this is a first read item and a two-part process. As the College's budget was being developed, President Weber asked for a subcommittee of board members. Trustee Heu-Weller appointed Trustees Dietzel and Fukutaki.

- b. Trustee Fukutaki thanked the finance department and all the employees involved in budget development for their good work. The information learned through the subcommittee participation was helpful for the Board as they go forward setting strategic direction with the president.
- c. Trustee Dietzel asked Vice President White to confirm that the money borrowed from local funds to keep the College operating while the capital budget had not yet been approved by the state has now been replaced. Vice President White confirmed that the twenty thousand dollars was replaced.
- d. Resources and Planning Council created a new budget process, which President Weber credited as some of the best work he has seen done by a governance council. The process will be refined a little, but it will contribute to greater transparency and accountability with goals and metrics.
- e. It was noted by President Weber that the format for presenting the budget next year will also include the operating budget.
- f. Trustee Cha brought up a discussion on Financial Aid. It was clarified that enrollments are down, which shows it is becoming more and more difficult for students.

B. Services and Activities Budget

Amber Castaneda, ASG President, and Sylvia Huang, ASG Treasurer, presented. Key discussion points included:

- a. The committee began meeting and reviewing budget requests at the beginning of spring quarter.
- b. The Financial code also need updating to help the committee work more efficiently, with a better timeline.
- c. Pay equity was an issue that the students addressed, with an eye on consistency and with knowledge of minimum wage increases in Seattle. It was important to include the stipulation about paying students a minimum of \$13 per hour.
- d. Many programs were inactive for several years, so these funds were reallocated.
- e. An accumulated fund balance from the previous year will fund activities for next year.
- f. Dean Mike Kaptik clarified that peer-to-peer mentoring is under reevaluation and a replacement will be identified next year. The funds from this will be used to fund two other programs.

C. ASG Constitution Amendments

Amber Castaneda, President of ASG, presented. Key discussion points included:

- a. Trustee Heu-Weller recognized the work the students have done to bring their constitution up to date
- b. It was noted that Articles should be consistent in language referring to the "simple majority of voting students."
- c. Consistency in how roles are stated should also be addressed.

- d. Article 11 should be titled "Elections and Hiring."

VI. INFORMATION ITEMS

A. Student Success – Welcome Center

Vice President Karim and Dean Rae Ellen Reas presented. Key discussion points included:

- a. A proposal was presented a year ago to redesign Student Affairs to a student-centric approach.
- b. A steering committee is working on developing the group advising model. The Customer Relations Management (CRM) system will help with that. It is a combination of technology and high-touch advising. President Weber also mentioned that Guided Pathways, including meta majors, will inform that design.
- c. There will be very specific outcomes and assessment, all aligned with Achieving the Dream framework

B. Marketing – Annual Report

Vice President Gayle Barge presented. The following key points were included:

- a. Vice President Barge commended the Marketing team for their work.
- b. The second part of this plan will be presented at the June 20, 2018 Board of Trustees meeting.
- c. Placed stories that got a lot of attention included the Deferred Action for Childhood Arrivals (DACA) press conference.
- d. Trustee Heu-Weller mentioned that she is happy to share the good work of the College through LinkedIn. Links will be included in the Board's e-newsletter to help with this.
- e. The numbers presented will serve as a baseline. A framework and metrics will be developed. This will be presented later. Whenever Marketing Department can work with a company on comparative data, then it will be shared with Trustees.
- f. Trustee Dietzel mentioned the importance of emphasizing not only affordability, but high quality education, particularly that our students do as well or better in their third year when they transfer from BC to university.
- g. Discussion on where prospective students go to get their education. President Weber mentioned that we draw fifty percent of students from outside the service region.
- h. Trustee Cha mentioned that the plan emphasizes mainly 4-year degrees. Market research was used to identify gaps and opportunities; Bellevue College is already well known for 2-year and transfer. It was also noted that the College has invested significantly in 4-year programs, so it makes sense to focus on that area.
- i. Trustee Dietzel was appointed to the State Board for Community and Technical Colleges (SBCTC) Association of Trustees and will work to explore whether current rules, some of which were written decades ago, still support the College's ability to best serve the students in the region.

VII. PRESIDENT'S REPORT

President Weber provided a progress report. Key Points included:

- A. President Weber noted that certain changes are needed for community colleges to be the real engines of the workforce.
- B. Rich Cummins has been hired on a part-time basis to begin working on the attainable housing initiative. Bellevue College is partnering with the City of Bellevue, Bellevue School District, Overlake Hospital, and Bellevue Chamber of Commerce to begin information gathering for development of a heat map indicating housing and transportation options.
- C. Fulbright Scholar James Riggall will be asked to return to Bellevue College to continue exploring Virtual Reality and Augmented Reality.
- D. A brainstorming session will be held this Thursday and Friday for planning of the transdisciplinary innovations building. Microsoft has offered to assist the College on some of this planning.
- E. When these new buildings are done, President Weber plans to look at the physical space challenges that currently exist. The goal is for the physical space to equal the quality of instruction.

VIII. BOARD REPORTS

- A. Trustee Dietzel is eager to learn more about his new role as a member of the SBCTC Trustee Association.

IX. UNSCHEDULED BUSINESS

- A. None

Meeting adjourned at 2:40 p.m.

Merisa Hue-Weller, Chair
Board of Trustees

ATTEST:

Donna Sullivan
Secretary, Board of Trustees
Community College District VIII