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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 May 20, 2020. In accordance with Governor Inslee's Amended Proclamation 20-25, Stay Home-Stay Healthy, this meeting was conducted virtually. The meeting was accessible to the public via Zoom. A telephone line was also available. Rich Fukutaki, Chair, presided.

**MINUTES**

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

I. **ROLL CALL**

Chair Rich Fukutaki, Vice Chair Greg Dietzel, Merisa Heu-Weller, Richard Leigh, Jinhua Johnson, Kristen Jones, and Bruce Marvin were present.

II. **AGENDA**

Trustee Heu-Weller made a motion to approve the agenda (May 20, 2020) meeting minutes (April 22, 2020; April 28, 2020; April 30, 2020; May 1, 2020; and May 14, 2020). Trustee Dietzel seconded. The motion passed unanimously.

III. **FIRST READ ITEMS**

A. Policy 1480: Clery Act Compliance

Dennis Curran, Vice President of Administrative Services, presented a new policy entitled Policy 1480: Clery Act Compliance for a first read to the Board. This policy provides guidance on the management of the Clery Act program at Bellevue College. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), is a federal law that requires most U.S. public colleges to disclose statistics about crime on and around their campuses and to provide information on safety and security policies. The law requires colleges to establish a policy outlining the details of how the college meets the requirements of the act. Two associated procedures, 1480P, Clery Act Compliance (Procedures), and 1480P2, Timely Warnings and Emergency Notification (Procedures), are also required to comply with the law and have already been approved by President's Cabinet.

Policy 1480 provides an overview of BC's commitment to providing a safe campus environment and adherence to the Clery Act. The associated procedures provide more detailed guidance on the management of the Clery program. Specifically, 1480P lays out timelines, responsibilities, and training requirements. It mandates the need for the identification and training of Campus Security Authorities (CSAs). The procedure also provides guidance on the required annual security and fire report. Responsibilities are defined for the Campus Clery Coordinator, who

oversees the program, CSA's, and the Public Safety Department. The procedure also explains the intersection and collaboration between several key campus offices, such as the Title IX office, athletics, housing, and student conduct.

Discussion:

- Chair Fukutaki asked if this policy was consistent with the policies at other colleges. Curran replied that his team reviewed best practices and policies from other institutions to use as a basis for 1480.

#### B. Student and Activities (S & A) Fee Budget

Mike Kaptik, Dean of Student Life and Leadership, presented the proposed Bellevue College S&A Fee Budget for fiscal year 2020-21. The proposed S&A budget recommendations fund \$2,873,777 to student funded programs (\$2,761,261 with distribution from one reserve budget). The recommended budget model spends from revenues collected during the 2019-20 fiscal period as well as the full current (as of May 2020) balance of the one-time grant budget. The proposed 2020-2021 budget represents a 6.6% decrease from the 2019-2020 budget.

Discussion:

- Trustee Dietzel asked if S&A budget was approved by the Associated Student Government (ASG). Kaptik replied yes.

#### C. 2020-2021 Board Meeting Dates

The Washington Administrative Code (W.A.C) requires that a list of Board meeting dates be filed with the Code Revisers Office each calendar year so that the appropriate notice of meeting dates can be given to the public. The following dates were submitted for the Board's consideration as regular meeting dates for the 2020-2021 academic year.

July retreat – dates to be determined — these dates will be July 16-17, 2020  
Wednesday, September 9, 2020 — this date will be changed to September 16, 2020  
Wednesday, October 7, 2020  
Wednesday, November 4, 2020  
Wednesday, December 2, 2020  
Wednesday, January 20, 2020 — this date will be changed to January 27, 2020  
Wednesday, February 24, 2021  
Wednesday, March 24, 2021  
Wednesday, April 21, 2021  
Wednesday, May 19, 2021  
Wednesday, June 16, 2021

All meetings will begin at 2 PM, with the exception of July 17, which will begin at 9 AM and April 21, which will begin at 9:30 AM.

### IV. **ACTION ITEMS**

#### A. Off-Cycle Tenure Candidate

## Motion 21.20

Trustee Dietzel motioned that the Board of Trustees of Community College District VIII hereby grants tenure for the 2020-21 academic year to Timothy Chang, Arts & Humanities (Basic and Transitional Studies). The motion was seconded by Trustee Leigh.

The motion passed unanimously.

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## B. College Budget

### Motion 22.20

Trustee Leigh motioned that the Board of Trustees of Community College District VIII approves the 2020-2021 college budget plan. This recommendation of the budget includes the Board of Trustees authorizing:

- the College President to proceed with the execution of the planned program;
- the College President to transfer funds within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.2601, to provide working capital, and to support approved projects and activities;
- the tuition and fee schedule as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as listed in the College catalog;
- the College President to accept allocation amendments from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, at least quarterly, to the Board of Trustees;
- the addition or reduction of staff and faculty positions as necessary to carry out the College's programs and meet the operational budget forecast; and
- the College President to determine the fee schedule for contract courses and programs.

The motion was seconded by Trustee Heu-Weller.

The motion passed unanimously.

#### Discussion:

- Trustee Dietzel shared that he was glad to see the college is taking the necessary actions needed now to deal with the budget impact of COVID and decreased state revenue.
- Trustee Leigh asked if the Board will see another version of the budget with reductions. Jim Craswell, Interim Director of Finance and Auxiliary Services, said yes.

## V. **BOARD REPORTS**

Chair Fukutaki shared that he and Trustee Leigh sent an email earlier in the week to notify the campus that the vote for the interim president will occur next week. The Board thanks the campus for participating in the process and wants to take extra time to consider all of the input and feedback received to consider all factors and what is in the best interest of the college.

VI. **PRESIDENT REPORT**

Kristen Jones, Acting President of Bellevue College, provided the President's Report.

- Spring quarter enrollment for state FTE is down 8%. All other enrollment, including International and Running Start is down 4%. The summer quarter is looking quite good as the College is already at 50% of enrollment of last year. The summer quarter begins on July 1. The summer quarter will be mostly online with some exceptions. A decision about the fall quarter will be made in the next few weeks. The fall quarter will likely be online with some limited classes offered in-person.
- The College has received approval from the State to hold some health science classes on campus as these programs are considered essential occupations. Strict safety protocols have been put into place to bring these students, faculty, and staff on campus.
- Brenda Ivelisse, Associate Vice President of Student Affairs, and Rob Viens, Associate Vice President of Academic Affairs, will host a virtual town hall with students next week.
- ASG recently allocated \$100,000 to purchase 300 laptops for students. The distribution of laptops is currently happening and approximately 100 laptops have been provided to students.
- Dr Gita Bangera was recently selected as an Aspen Institute Rising President's Fellow, which is a prestigious honor for both Dr. Bangera and Bellevue College.
- The Asian Pacific Islanders Student Association (APISA) recently hosted a successful virtual event with David Neiwart, author of Strawberry Days, and had over 100 people in attendance.

VII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Nathan Levin, student at Bellevue College, made a public comment about S&A fee funding.

Jessica Halm, student at Bellevue College, made a public comment about S&A fee funding.

Austin Pham, student at Bellevue College, made a public comment about S&A fee funding.

Judith Paquette, faculty member at Bellevue College, made a public comment about S&A fee funding.

Katie Ward, student at Bellevue College, made a public comment about S&A fee funding.

Cassie Cross, faculty member at Bellevue College, made a public comment about S&A fee funding.

Lillian Nguyen, student at Bellevue College, made a public comment about S&A fee funding.

Thao Hoang, student at Bellevue College, made a public comment about S&A fee funding.

Michael Reese, staff member at Bellevue College, made a public comment about S&A fee funding.

Tammis Doyle, faculty member at Bellevue College, made a public comment about S&A fee funding.

Jim Sisko, faculty member at Bellevue College, made a public comment about S&A fee funding.

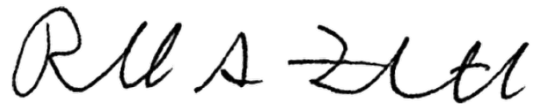
Trevor (no last name provided), student at Bellevue College, made a public comment about S&A fee funding.

VIII. **EXECUTIVE SESSION**

At 3:20 PM, Chair Fukutaki announced there would be an executive session for approximately 60 minutes to evaluate the performances of public employees and qualifications of applicants for public employment and to discuss matters with legal counsel regarding potential litigation and collective bargaining. At 4:20 PM, Chair Fukutaki announced there would be a 25-minute extension to the executive session. At 4:45 PM, Chair Fukutaki announced there would be a 10-minute extension to the executive session. At 4:55 PM, Chair Fukutaki announced there would be a 10-minute extension to the executive session. The Board returned to regular session at 5:05 PM.

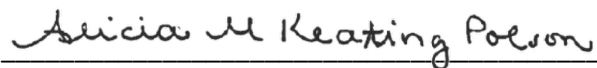
IX. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 5:05 PM.



Richard G. Fukutaki, Chair  
Board of Trustees

ATTEST:



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