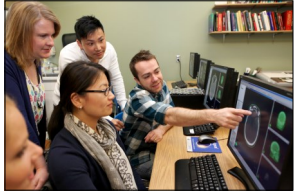




**BELLEVUE  
COLLEGE**

# **BOARD OF TRUSTEES**

**COMMUNITY COLLEGE DISTRICT VIII**



**SPECIAL MEETING**

**JULY 16-17, 2020**





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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, 3000 Landerholm Circle SE, state of Washington, will be held on Thursday, July 16, 2020. The session will begin at 2:00 PM. In accordance with Governor Inslee's Proclamation 20-28.5, which continues the prohibition on in-person meetings, this meeting will be conducted virtually. The meeting will be accessible to the public via Zoom. A telephone line will also be available. Greg Dietzel, Chair, will preside.

**Meeting Call-In Details:**

Please click the link to join:

<https://bellevuecollege.zoom.us/j/96353302687?pwd=dm9PS1dWSzNnbFp1OW5qVWdWRWdVQT09>

Or iPhone one-tap: +12532158782, 96353302687#

Or dial in by telephone: +1 253 215 8782 Webinar ID: 963 5330 2687

International numbers available: <https://bellevuecollege.zoom.us/j/ab5MtXWt5S>

**Providing a Public Comment:**

Students, faculty, staff, and community members may provide remarks to the Board during the "Public Comment" period of the meeting. All public comments are limited to two minutes. It is not the practice of the Board to respond directly to questions or comments during this portion of the meeting. You can provide your two-minute comment to the Board by accessing the meeting via the Zoom link or dialing the phone number listed above. You can indicate you want to provide a public comment by a "raised hand" within the Zoom meeting. To raise your hand when accessing the meeting by computer, click "Raise Hand" in your Zoom control bar. To raise your hand when accessing the meeting by telephone, enter \*9. Meeting attendees who indicate they want to provide a public comment will be unmuted one at a time to provide their comment to the Board.

**AGENDA**

2:00 PM BUSINESS SESSION

- I. Call to Order
- II. Consent Agenda
  - A. Approval of Agenda for July 16, 2020
  - B. Approval of Meeting Minutes for June 17, 2020

III. ACTION ITEM

A. Business of the Board - President Contract Update

IV. Public Comment

2:15 PM EXECUTIVE SESSION

The Board will be meeting in executive session to evaluate the performances of public employees, discuss goals for evaluation of the President, review the Board self-evaluation, and discuss matters with legal counsel regarding potential litigation and collective bargaining.

BOARD OF TRUSTEES SUMMER RETREAT

2:30 PM V. Student Success

4:15 PM VI. Financial Stability

6:00 PM ADJOURNMENT

*Please note: Time and order are estimates only and are subject to change.*



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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 June 17, 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 2:03 PM.

I. **ROLL CALL**

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

II. **AGENDA**

Trustee Leigh made a motion to approve the agenda (June 17, 2020) and meeting minutes (May 20, 2020 and May 28, 2020). Trustee Heu-Weller seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. Student

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

- ASG has conducted their election for officers for the upcoming year. The results were ratified and the winners are Kiseuk Ki Ahn for president and Emmanuel Tshimanga elected as vice president.
- ASG officers have been working on the financial code and ASG governing documents. The efforts of this year will be transitioned to the new ASG officers.
- ASG is working to involve student organization in future changes.

B. Classified

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

- Turnbull shared that she has the honor of representing both the WPEA and the Washington Federation of State Employees (WFSE) at the Board of Trustees meetings.
- Classified staff are worried about COVID-19 and the college budget. Employees want the College to provide personal protective equipment and adequate training when employees return to campus.
- Recently, 46 employees were temporarily laid off from the Early Learning Center, Food Services, and Event Services. The union leaders understand that the contract was followed and the College can do this due to a lack of work and a lack of funds. Staff have been asking if there are ways they can help the laid off employees.
- WFSE is asking that essential workers receive hero pay.

### C. College Assembly

The College Assembly report was provided by Amy McCrory, Chair of the College Assembly.

- New chairs were recently elected for 2020-2021:
  - Clifford Cawthon – Faculty Council
  - Juan Esparza – Resource and Planning Council (RPC)
  - Gabriel Brown – Exempt Council
  - Reza Forough – Infrastructure Council
  - Eric Davis – Council for Inclusion and Diversity (CID)
  - Ki Ahn – Associated Student Government
- Thirteen proposals were approved by the Assembly and moved to President’s Cabinet for consideration this year. There are also half a dozen new proposals in the works at this time.
- Classified Council had success in aligning the Classified Professional Development Committee under the Classified Council. Concerns include that a large part of their constituency is not fully represented within the Governance system (e.g., part time hourly employees, student employees), some Classified staff feel they are not being supported at the College, and some Classified staff want personal protective equipment when returning to campus.
- Exempt Council understands the exempt compensation study has been delayed due to COVID-19 and a number of outside factors; however, they would like a confirmation that this project is still a priority.
- CID expressed concern at how the Cabinet is making budget decisions. They also have had a busy year responding to various bias incidents on campus and COVID-19 inequities.
- Infrastructure Council, along with other partners on campus, created and implemented a campus wide system that would process credit card transactions. Additionally, a new subcommittee of the Infrastructure Council has been approved by the College Assembly. The Capital Project Budget Committee will provide advice and support to the president and BC Governance in the analysis of expenditure of local and state funds as part of the Bellevue College Capital Project Plan.
- The Student Success Council had success with council members volunteering to participate in work groups, active participation from their resource liaison, and quick implementation of Microsoft Teams during the pandemic. Some of their barriers included a lack of clarity as to how the governance process works for chairs and council members, no process in place for student recruitment on governance, and the balance of moving forward in council work while also finding time to review the work of other councils.

- Faculty Council submitted a joint proposal with the LGBTQ Task Force (employees) and LGBTQ Resource Center (students) requesting the installation of three rainbow crosswalks on the main campus. Further, they are drafting a proposal requiring equity training for all members of the campus, including faculty, staff, administrators, and students.
- RPC emphasized the need for campus-wide communications and involvement in the budget reduction review process.

#### D. Faculty

The Faculty report was provided by Sue Nightingale, president of the Bellevue College Association of Higher Education (BCAHE).

- The usual year-end celebrations were not held this year but it is important to recognize that two faculty members have taught at the College for 50 years: Diane Mauldin in Life Sciences and Carole Berg in Chemistry.
- Faculty have been impressive in the way they have pivoted to remote teaching. They have demonstrated creativity and problem-solving and put students first.
- The “BC Way” is a concept that needs to be addressed at the College. Instead of having people, units, or departments figure things out on their own, we should be creating processes for everyone to use. This will be an important component of upcoming budget reductions in that the College must establish budget priorities and values.

### IV. **ACTION ITEMS**

#### A. Policy 1480: Clery Act Compliance

Motion 23.20

Trustee Leigh moved that the Board of Trustees of Community College District VIII approves Policy 1480, Clery Act Compliance. The motion was seconded by Trustee Heu-Weller.

The motion passed unanimously.

Note: Chair Fukutaki had internet connectivity issues at this time during the meeting and did not vote on Motion 23.20.

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

Emmanuel Tshimanga, president of ASG, presented the S & A Fee Budget for a vote to the Board.

Motion 24.20

Trustee Heu-Weller moved that the Board of Trustees of Community College District VIII approve the 2020-2021 Services and Activities budget. The motion was seconded by Trustee Chin.

The motion passed unanimously.

Note: Chair Fukutaki had internet connectivity issues at this time during the meeting and did not vote on Motion 24.20.

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

##### Motion 25.20

Trustee Leigh moved that the Board of Trustees of Community College District VIII vote to approve the proposed schedule of meeting dates for 2020-2021. The motion was seconded by Trustee Heu-Weller.

The motion passed unanimously.

Note: Chair Fukutaki had internet connectivity issues at this time during the meeting and did not vote on Motion 25.20.

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#### D. Board Reorganization

##### Motion 26.20

Trustee Johnson moved that the Board of Trustees of Community College District VIII hereby appoint Greg Dietzel as Board Chair. The motion was seconded by Trustee Heu-Weller.

The motion passed unanimously.

##### Motion 27.20

Trustee Heu-Weller moved that the Board of Trustees of Community College District VIII hereby appoint Richard Leigh as Board Vice Chair. The motion was seconded by Trustee Dietzel.

The motion passed unanimously.

#### V. **PRESIDENT REPORT**

Former Acting President Kristen Jones provided the president's report:

- Jones thanked all faculty and staff for keeping students central during the challenges the College faced over the last three months. She also provided a special thank you to the Flu Team who met every day, and continue to meet, to keep the employees and students safe on the campus.



- Jones thanked the staff in information technology, campus operations, and public safety for ensuring the infrastructure of the College continued to work during the pandemic.
- This year will be the first ever virtual commencement. Jones thanked the commencement committee for being innovative in creating a special experience for students, as well as those individuals and departments that offered special graduation celebrations in a virtual environment.
- Jones also thanked the Financial Aid staff who have done a tremendous job getting out CARES Act funding to students
- Overall, summer enrollment numbers are up 17% versus the same time last year.
- Jones concluded with thanks to the Board for their support in her role as Acting President and introduced Interim President Gary Locke.

Interim President Gary Locke provided some remarks to the trustees:

- The College owes a debt of gratitude to Kristen Jones for serving in the role as Acting President.
- The faculty did an amazing job in switching over to remote instruction with a week's notice.
- The increase in summer enrollment is a testament to the reputation of excellent faculty and academic programs at the College.
- During his first month, Locke is holding individual and group listening sessions with anyone from the campus interested in meeting with him.
- Locke proposes that the process to examine the budget be moved up to the summer to ensure more stakeholder involvement. Faculty members who are off-contract will be paid for their participation. An important first step will be establishing guiding principles.

## VI. **BOARD REPORTS**

Chair Fukutaki recognized Trustee Johnson who served as the student member of the Board of Trustees this past year. He commended the big impact made by Trustee Johnson during the trip to Washington DC to meet with national legislators.

Trustee Heu-Weller congratulated Trustee Johnson for her role as the student member of the Board of Trustees. Trustee Heu-Weller also expressed her appreciation of Kristen Jones for stepping up as Acting President over the last several months.

Chair Fukutaki recognized Alicia Keating Polson, Executive Assistant to the President and Board of Trustees, with the "Top Dog" award.

Chair Fukutaki congratulated all the students on their upcoming graduation, and especially the faculty that helped them complete their certificates and their degrees.

Trustee Johnson shared that it was an honor to work as a student on the Board. She appreciates the focus all the trustees have on student success.

## VII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Jesse Callahan, volunteer at KBCS, made a public comment about Yuko Kodama's contract at KBCS.

Ben Brandow, employee at Bellevue College, made a public comment about Yuko Kodama's contract at KBCS.

Jim Cantu, volunteer KBCS, made a public comment about Yuko Kodama's contract at KBCS.

Gregg Selby, volunteer at KBCS, made a public comment about Yuko Kodama's contract at KBCS.

Gol Hogooghi, volunteer at KBCS, made a public comment about Yuko Kodama's contract at KBCS.

MaryAnne Moorman, volunteer at KBCS, made a public comment about Yuko Kodama's contract at KBCS.

Mari Elena McMenamin, student at Bellevue College, made a public comment about Yuko Kodama's contract at KBCS.

VIII. **EXECUTIVE SESSION**

At 3:24 PM, Chair Fukutaki announced there would be an executive session for approximately 35 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 4:00 PM, Chair Fukutaki announced there would be a 5-minute extension to the executive session. The Board returned to regular session at 4:05 PM.

IX. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 4:05 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



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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, 3000 Landerholm Circle SE, state of Washington, will be held on Friday, July 17, 2020. The session will begin at 9:00 AM. In accordance with Governor Inslee's Proclamation 20-28.5, which continues the prohibition on in-person meetings, this meeting will be conducted virtually. The meeting will be accessible to the public via Zoom. A telephone line will also be available. Greg Dietzel, Chair, will preside.

**Meeting Call-In Details:**

Please click the link to join:

<https://bellevuecollege.zoom.us/j/91255989875?pwd=VVpITGNLN1Y1NG05ZFJtNkdjdzNzUT09>

Or iPhone one-tap: +12532158782, 91255989875#

Or dial in by telephone: +1 253 215 8782 Webinar ID: 912 5598 9875

International numbers available: <https://bellevuecollege.zoom.us/u/ab5MtXWt5S>

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**AGENDA**

9:00 AM BUSINESS SESSION

- I. Call to Order
- II. Consent Agenda
  - A. Approval of Agenda for July 17, 2020

III. Public Comment

9:10 AM EXECUTIVE SESSION  
The Board will be meeting in executive session to evaluate the performances of public employees, discuss goals for evaluation of the President, review the Board self-evaluation, and discuss matters with legal counsel regarding potential litigation and collective bargaining.

BOARD OF TRUSTEES SUMMER RETREAT

9:30 AM IV. Diversity, Equity, and Inclusion

11:15 PM EXECUTIVE SESSION  
The Board will be meeting in executive session to evaluate the performances of public employees, discuss goals for evaluation of the President, review the Board self-evaluation, and discuss matters with legal counsel regarding potential litigation and collective bargaining.

2:00 PM ADJOURNMENT

*Please note: Time and order are estimates only and are subject to change.*