



**BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON**

A regular meeting of the Board of Trustees of Community College District VIII, 3000 Landerholm Circle SE, state of Washington, was held on Wednesday, September 16, 2020. In accordance with Governor Inslee's Proclamation 20-28.5, which continues the prohibition on in-person meetings, this meeting was conducted virtually. The meeting was accessible to the public via Zoom. A telephone line was also available. Greg Dietzel, Chair, presided.

MINUTES

The business session was called to order at 2:02 PM.

I. **ROLL CALL**

Chair Greg Dietzel, Vice Chair Richard Leigh, Lisa Chin, Merisa Heu-Weller, Richard Fukutaki, Gary Locke, and Bruce Marvin were present.

II. **AGENDA**

Trustee Leigh made a motion to approve the agenda (September 16, 2020) and minutes (July 16, 2020; July 17, 2020; August 4, 2020). Trustee Heu-Weller seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. Classified

The Classified report was provided by Valencio Socia, Chair of the Bellevue College Classified Council.

- Classified staff supports hazard pay for employees required to be working on campus and a parking fee reimbursement for all staff and faculty.
- Classified staff feel disconnected from Cabinet during the summer quarter.

B. Faculty

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

- Faculty are exhausted from remote instruction during COVID as there was no opportunity for a break during the summer.

C. Foundation

The Foundation report was provided by Lisa Brock, Chair-Elect of the Bellevue College Foundation (BCF).

- The Foundation Board held their retreat earlier today, which focused on fundraising in the era of COVID.
- The annual spring breakfast will be held in a virtual format.

D. Student

The Student report was provided by Ki Ahn, president of the Bellevue College Associated Student Government (ASG).

- ASG has filled their positions and the first board of directors meeting will be on October 6, 2020.

IV. **FIRST READ ITEMS**

A. Off-Cycle Tenure Candidate Review

Rob Viens, Associate Vice President of Academic Affairs at Bellevue College, presented Sharon Walia – Marketing Management, as an off-cycle tenure candidate to the Board. Viens stated he would answer any questions in executive session.

B. Policy 6380, Security Camera Use

Dennis Curran, Vice President of Administrative Services at Bellevue College, presented the revisions to Policy 6380, Security Camera Use, which has been revised in anticipation of additional camera installations on campus. The revised policy clarifies the purpose of cameras and the commitment of the college to individual privacy. The policy was also shortened, with specifics about the decision-making process to install cameras, identify locations, and ensure privacy moved to associated Procedure 6380P Security Camera Use, which was approved by the President's Cabinet on August 4, 2020.

- Trustee Fukutaki asked if the cameras were going to be monitored at all times. Curran responded that the purpose of the cameras was not to monitor them at all times, nor did he have the resources to monitor all cameras all of the time.
- Trustee Leigh asked how long recordings are retained. Curran replied that recordings will be retained for 30 days unless the recording is needed for an investigation.
- Trustee Heu-Weller asked if notice is required to be posted near a camera. Curran said that cameras will not be hidden from view and signage will be posted near every camera.

C. Policy 6420, Weapons and Fireworks

Curran presented the revisions to Policy 6420, Weapons and Fireworks. This policy has been revised to reflect the BC Student Conduct Code, changes to the Revised Code of Washington

regarding concealed weapons permits, and City of Bellevue ordinances prohibiting the discharge of fireworks within the city limits. Exceptions in the revised policy have been clarified, including exemptions for knives used for cooking and for religious ceremonial daggers.

There were no questions from the trustees.

D. Policy 5100, Software Licensing Compliance

Rodger Harrison, Vice President of Information Technology Services at Bellevue College, presented the revisions to Policy 5100, Software Licensing Compliance. Extraneous material has been removed from the policy to bring it into alignment with BC policy style. Relevant material has been moved to internal ITS documentation. The revised policy establishes the laws and regulations that guide the college's software licensing practices and clarifies software ownership and prohibitions related to software use.

- Chair Dietzel asked how this policy incorporates cloud licenses. Harrison replied that the policy indicates that the College can use cloud software if the College has a license to use it.

V. **QUARTERLY REPORT**

A. Enrollment

Kristen Jones, Provost; Greg Schmidt, Data Services Manager; and Michèle Royer, Research Specialist provided the quarterly report on Enrollment. Overall, enrollments dropped by about 5% from approximately 12,000 FTE in 2018-19, to 11,500 FTE in 2019-20. State supported enrollment dropped a bit more, by 7%, while Running Start enrollment increased by an additional 5%, and Bachelor of Applied Science (BAS) enrollment increased by 10%. International enrollment has been decreasing over the last three years, and 2019-20 continued that pattern, decreasing by 8% versus the prior year.

- Chair Dietzel asked if the trustees are able to examine race/ethnicity in enrollment. Royer demonstrated viewing enrollment data by race/ethnicity using the enrollment dashboards.

VI. **PRESIDENT'S REPORT**

Gary Locke, Interim President of Bellevue College, provided the President's Report.

- It is positive news that enrollment is at the same point as last year, despite the drop in international students; however, a drop in international students now will have a cascading effect moving forward, so it is something the College needs to focus on.
- The College is committed to diversity, equity, and inclusion and moving forward on an equity training for all of campus. An Anti-Blackness Task Force has also been established.
- Working with the Provost and staff and faculty from across the campus, the College is accelerating its efforts in Guided Pathways. It is important for the College to remove barriers for students.

- Tomorrow is Opening Day, which will begin with opening remarks, a presentation on anti-Blackness, a presentation on Guided Pathways and Achieving the Dream, and multiple break-out sessions for attendees to choose from. Opening Day will conclude with the Foundation giving out awards of excellence to faculty and staff.
- As related to the budget, the College is in a good position as compared to other colleges in the state. The Budget Stakeholder Group has been formed with representatives from across campus who will provide recommendations to the president on budget principles, budget reductions, and areas needing enhancement.

VII. **BOARD REPORT**

Chair Dietzel provided the Board report.

- On behalf of the Board, Chair Dietzel thanked the whole college for their efforts in managing the challenges associated with COVID. The Board is amazed by what everyone has been able to accomplish and feels everyone should be commended. The College pivoted quickly to remote instruction and services and it worked.
- Students are going to continue to be impacted by the different instruction modalities and the Board appreciates what ASG, the Foundation Board, and others have done to assist students.
- Chair Dietzel thanked Locke for his three months of service to the College so far. As a follow-up to the interim president search, the trustees will be reaching out to stakeholder groups to get their feedback on the process.
- The Board is anxiously awaiting the appointment of the student trustee to the Board.
- Chair Dietzel announced that some trustees will provide specialized support to critical areas at the College. Vice Chair Leigh and Trustee Fukutaki will serve as the focal trustees for finance and Trustee Chin will serve as the focal trustee for diversity, equity, and inclusion.
- There will be a change to Board meetings this year. Annual reports are being eliminated and will be replaced by study sessions, which will enable the trustees to engage in strategic and long-term planning with college leadership.

Trustee Heu-Weller concluded the Board report by acknowledging the sheer exhaustion people on the campus are feeling and expressed her sentiment that we are all in this together and it is important to practice grace and patience.

VIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Jim Sisko, faculty member at Bellevue College, made a public comment about funding for the music program.

Sonya Doucette, faculty member at Bellevue College, made a public comment about the importance of focusing on climate justice.

Doug Brown, emeritus faculty member at Bellevue College, made a public comment about the importance of focusing on climate justice.

AJ Duxbury, staff member at Bellevue College, made a public comment about new student webpage for participation in BC Governance.

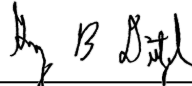
Valencio Socia, staff member at Bellevue College, made a public comment about the shortage of prerequisite classes offered in fall quarter.

IX. **EXECUTIVE SESSION**

At 3:35 PM, Chair Dietzel announced there would be an executive session for approximately 60 minutes to discuss matters with legal counsel regarding potential litigation and collective bargaining. The Board returned to regular session at 4:40 PM.

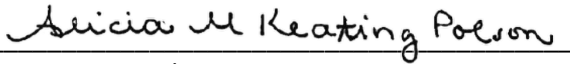
X. **ADJOURNMENT**

There being no further business, Chair Dietzel adjourned the Board of Trustees meeting at 4:40 PM.



Greg Dietzel, Chair
Board of Trustees

ATTEST:



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