



**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, December 2, 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, Rich Fukutaki, Hannah Stoddard, Gary Locke, and Bruce Marvin were present.

II. **AGENDA**

Trustee Leigh made a motion to approve the agenda (December 2, 2020) and minutes (November 4, 2020). Trustee Fukutaki seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. Foundation

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

- The recent virtual Donor & Scholar Reception was a successful event. The BCF offered a special thank you for the trustees who participated in the event.
- KBCS and the BCF launched their end of the year giving campaigns.
- The BCF recently awarded eight mini grants.
- The excellence awards are now open for submission.

B. Student

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

- The vice president is working on access to facilities.

- The treasurer is preparing for the start of the student and activities fee process for 2021-2022.
- The emerging technology representative is working to make the ASG website more visible on the College website.
- The legislative affairs representative assisted with the creation of the Washington student legislative agenda.
- The public relations representative is working on growing the social media presence of ASG.
- The social representative had a recent meeting regarding support of a plastic ban on campus.

C. Classified

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

- The Early Learning Center is closed this week because of a possible exposure to COVID-19. Turnbull has asked Human Resources if employees are going to continue to be paid while they are not working.
- Classified staff have expressed concerns that their utility bills are higher than normal when working from home.
- The Professional Development Day Committee is waiting on a response from their budget authorities to plan Professional Development Day.
- With the hiring freeze and an uncertain state budget, Classified staff are worried about whether they will be able to reclassify during this time.
- There is no word on whether the pizza kitchen will be opened. It would be beneficial if some food services employees are able to staff the pizza kitchen.
- There is no compensation for Classified and exempt staff for governance work or committee work.
- Some Classified staff have concerns about HR 2069.

D. College Assembly

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

- McCrory and Tracy MacLean are working together to effectively document processes and proposals within College Assembly.
- College Assembly has sent nearly a dozen proposals forward to President's Cabinet in the last three months.

E. Faculty

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

- It continues to be challenging to hear from faculty in this remote environment.

- Faculty are pleased that the Board is soliciting faculty feedback in the process of making a decision about the presidential selection process.
- The CARES funding has been negotiated. A stipend will be tied to faculty consulting with the eLearning department so they can continue to improve what the classes they offer to students.
- Academic Affairs has been asked to make a 4% cut through efficiencies. Nightingale noted this funding has come by running less sections, which directly impacts adjunct faculty.
- Faculty feel they are not prepared for teaching a high percentage of Running Start students in their classes. The College should look at the supports we have in place for faculty to support Running Start students, as well as how the College can serve the unique needs of Running Start students.

IV. **ACTION ITEMS**

A. Policy 2050 Student Conduct Code (WAC 132H-126) Permanent Revision

Motion 32.20

Trustee Heu-Weller made a motion that the Board of Trustees of Community College District VIII approves the permanent revisions to WAC 132H-126 (BC Policy 2050 Student Conduct Code) for submission to the WA State Office of the Code Revisor. Trustee Fukutaki seconded.

The motion passed unanimously.

V. **PROGRAM HIGHLIGHT**

A. Tombolo Institute

Jennifer Sohonie, Executive Director of Tombolo Institute/Community Education, presented an overview of Continuing Education – Tombolo Institute and Community Education, as well as highlighted innovation occurring within the department.

VI. **QUARTERLY REPORT**

A. Finance

Jim Craswell, Interim Executive Director of Finance and Auxiliary Services, presented the quarterly finance report. Craswell provided an overview of the operating budget with updates on 2020-2021 enrollment trends, expense reductions, and one-time funding. A series of expected scenarios over the rest of the fiscal year was also presented and discussed.

- Trustee Dietzel asked how the College is thinking about new revenue. Craswell responded that he expects new marketing efforts will assist in recruiting additional students. Curran added that the Budget Stakeholder Group has been asked to provide recommendations about program areas that should be invested in, which should provide good data.

VII. **PRESIDENT'S REPORT**

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

- The College is facing budget challenges, but facing them head on with good data and planning. The Budget Stakeholder Group is back on track and meeting to make recommendations on budget reductions and areas for enhancement. The furloughs implemented earlier in the year resulted in close to a million dollars in savings and most employees were not affected negatively financially.
- The College is working to change the compensation structure for international recruiters to incentivize larger numbers of recruited students.
- Zach Morgan is the new Director of Effectiveness & Research and will play a critical role in providing the data needed for the College to make important decisions.
- Enrollment for Winter Quarter is down 3-4% from where the College was at this time last year; however, there are increases in worker retraining and Running Start. It is important for the College to think about the enrollment of Running Start students and if there is a maximum number of students the College can accommodate effectively. The College also needs to engage in some strategic decisions about areas to invest.
- CARES funding will be used to assist faculty in getting consultation from eLearning staff for their remote classes in the Winter and Spring Quarters.

VIII. **BOARD REPORT**

There was no Board report due to technical issues through Zoom. Trustees Leigh and Fukutaki will send an email to campus in the next week providing an update on the presidential selection process.

IX. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

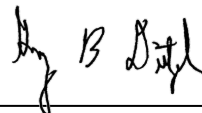
Ted Watts, instructor and student at Bellevue College, provided a public comment on TELOS.

X. **EXECUTIVE SESSION**

At 3:48 PM, Chair Dietzel announced there would be an executive session beginning at 3:55 PM that would last approximately 65 minutes to discuss matters with legal counsel regarding potential litigation and collective bargaining. At 5:00 PM, Chair Dietzel announced the executive session would be extended by 30 minutes. At 5:30 PM, Chair Dietzel announced the executive session would be extended by 15 minutes. The Board returned to regular session at 5:45 PM.

XI. **ADJOURNMENT**

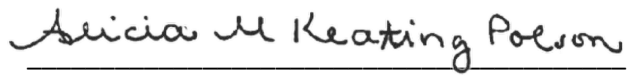
There being no further business, Chair Dietzel adjourned the Board of Trustees meeting at 5:45 PM.



Greg Dietzel, Chair

Board of Trustees

ATTEST:

A handwritten signature in cursive script that reads "Alicia M Keating Polson". The signature is written in black ink and is positioned above a horizontal line.

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