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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, 3000 Landerholm Circle SE, state of Washington, was held on Wednesday, March 24, 2021. 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, 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 (March 3, 2021) and minutes (January 27, 2021). Trustee Fukutaki seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. College Assembly

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

- Assembly will be discussing proposal #1256: Creation of Camera Policy and Interim Statement, and is expected to vote on the proposal at the Assembly meeting on April 19.
- Assembly is also discussing proposal #1259: ctLink Inaccessibility and Disability-Related Privacy Issues with ITS Vice President Rodger Harrison and ctLink Project manager Maria Rivas.
- The election for next year's chair of College Assembly will be on April 19, and general Governance nominations and elections will begin in early April.

B. Faculty

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

- Nightingale thanked the Board for the climate survey that was recently distributed to collect feedback from faculty and staff about their experiences of the pandemic and returning to work. She is looking forward to hearing the results, and shared that it was nice to be asked.
- Nightingale was delighted to share that today was the last Budget Stakeholder Group meeting. The report has been sent to the president and she is excited to see how the recommendations are approached by the College; the group developed great questions the College will need to answer.
- As the state budget improves, Nightingale is optimistic about how these budget talks will affect the College. Concern expressed concern about extending the 4% budget cuts another year as she feels this approach is ineffective.
- Nightingale is looking forward to celebrating a really great group of tenure candidates in this meeting.

#### C. Foundation

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

- Invitations have been sent out for the Learn. Engage. Invest. BC Foundation Speaker Series. Each of the three nights will center on a different theme and have an emcee from campus. Accessible night will be hosted by Sara Gardner; Adaptive night will be hosted by Dr. Jenn Pang; and Community Building night will be hosted by Gabriel Brown.
- To date the BCF has raised 72% of its contributed revenue goal. BCF has secured a generous gift from a retired faculty member and her husband. Berthe and Stan Habib made a \$150k for the unrestricted endowment in honor of the leadership and vision that Gary Locke is bringing to Bellevue College
- KBCS is in the midst of a pledge drive. Member response is strong and they anticipate hitting their goal. A \$50k gift was also recently received to start an endowment for KBCS.
- Scholarships applications are now closed. Nearly 500 applications were received and 70 volunteers will review and score applications next week.
- The BCF is excited to announce the Excellence Award winners during College Issues Day on April 22.

#### D. Student

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

- Members of ASG who serve on the S&A Fee Committee recently completed S&A training. So far, the committee has received 40 requests for funding.
- ASG provided funding for members of The Watchdog to participate in ethics training.
- A student will be joining the academic grievance committee.
- The ASG elections will begin May 24 and continue until June 4, 2021.

#### E. Classified

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

- Turnbull corrected information about the ReUp contract that was shared in the Classified report on the March 3 Board Meeting: The contract with ReUp began under Dr. Weber's leadership and not this year. Turnbull reiterated her position that the work contracted through ReUp is union work.
- Furloughed employees or those working reduced hours should be considered for ctclink backfill work opportunities.
- KBCS and the Library have partnered to host brief book note recordings made by librarians to run on the radio station.
- Staff appreciated the climate survey; working from home has been hard, so being asked about these experiences was helpful.

#### IV. **FIRST READ ITEMS**

##### A. Deletion of Policy 2600: Family Educational Rights and Privacy Act: Disclosure of Student Information

Tracy MacLean, Associate Director Planning and Accreditation, presented the proposed deletion of Policy 2600. Bellevue College follows the federal Family Education Rights and Privacy Act (FERPA) of 1974, as amended law and the regulations related to the disclosure of student record information, and the right of students to inspect and amend their education records. Because the College is required to follow these rules, and because the College has established and recently revised the procedure 2600P Family Education Rights and Privacy Act: Disclosure of Student Information, which complies with the federal law and regulations, there is no need to have a separate FERPA policy.

##### B. Sabbatical Leave Requests

Kristen Jones, Provost, presented the sabbatical candidates for 2021-2022. The purpose of a Sabbatical Leave shall be to improve the professional skills of the faculty member through study, research, and creative work. The College will receive direct benefit of such an experience through the increasing effectiveness of those persons participating in a professional leave program.

The Sabbatical Leave Committee received requests from 10 faculty members for sabbatical leave, to occur during the 2020–21 academic year. The Sabbatical Leave Committee met in February to review and rank the proposals and is recommending the requested leaves for all 10 individuals totaling 7.5 FTEF. The Office of Human Resources has provided the committee with the FTE replacement cost for these sabbaticals. This information, along with the committee's recommendation, has been forwarded to the President.

V. **ACTION ITEMS**

A. Temporary Waiver of Vacation Accrual Limit

Kristen Jones, Provost, presented the temporary waiver of vacation accrual limit to the Board. The combined effect of the COVID pandemic and the upcoming workload demands for ctclink implementation has created a situation in which a number of Classified and Exempt employees either have exceeded or will exceed their maximum amount of vacation leave. Vacation leave for Classified employees at the CTCs is governed by RCW 44.01.040 - .044, which limits the amount of accrued vacation time to 240 hours. The College has adopted a 240-hour limit for Exempt employees as well. Currently, employees who exceed 240 hours on their anniversary month have to request approval for an extension or risk losing their excess leave balance. Under the statute cited above, the Board of Trustees has authority to suspend the accrual vacation accrual limitations imposed by RCW 44.01.041 for Classified employees and the College's own vacation leave policy for Administrative Exempt employees.

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Bellevue College  
Temporary Waiver of Vacation Accrual Limit  
March 2021

As a temporary measure in response to the unprecedented COVID-19 pandemic and the pending workload demands of ctclink implementation, it is recommended that the Board of Trustees temporarily waive the Vacation Accrual Limit for Classified and Exempt employees as follows:

1. Until December 31, 2021, there will be no limit on how much vacation leave Classified and Administrative Exempt staff accrue. Employees will have 12 months from the end of the blanket approval to use any vacation leave beyond 240 hours. Vacation hours over 240 will be lost effective January 1, 2023.
2. Required supervisory approval to carry over 240 vacation hours on employee's anniversary will be waived.
3. Employees leaving Bellevue College to work for another state employer, with no lapse in service, are entitled to have their vacation leave transferred to the succeeding state office, institution, or department. If the gaining state employer limits how much vacation leave can be transferred, the College will cash out the difference between this amount and the employee's accrued vacation balance (up to 240 hours).
4. In the event of a state mandated furlough, vacation hours cannot be used.

Trustee Leigh moved that the Board of Trustees of Community College District VIII approve the Temporary Waiver of the Vacation Accrual Limit for Classified and Exempt employees. Trustee Fukutaki seconded.

The motion passed unanimously.

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B. Revision of Policy 4000: Institutional Commitment to Inclusion

Motion 04.21

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII approve the name change and revision to Policy 4000: Institutional Commitment to Inclusion. Trustee Stoddard seconded.

The motion passed unanimously.

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C. Revision of WAC 132H-121 General Conduct and Policy 6420

Motion 05.21

Trustee Leigh moved that the Board of Trustees of Community College District VIII approves the revision of WAC 132H-121 General Conduct and Policy 6420 Weapons and Fireworks. Trustee Stoddard seconded.

The motion passed unanimously.

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D. Tenure Candidates

Motion 06.21

Trustee Fukutaki moved that the Board of Trustees of Bellevue College hereby grants a fourth probationary year to Timothy Trammel, Science (Mathematics), in that all conditions required by RCW 28B.50.852 for advancement to a fourth year have been met. Trustee Heu-Weller seconded.

The motion passed unanimously.

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Motion 07.21

Trustee Leigh moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Alfred Nehme, Science (Computer Science). Trustee Fukutaki seconded.

The motion passed unanimously.

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#### Motion 08.21

Trustee Heu-Weller moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Chris Oliver, Arts and Humanities (Art). Trustee Dietzel seconded.

The motion passed unanimously.

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#### Motion 09.21

Trustee Dietzel moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Claudia Payne, Arts and Humanities (Basic and Transitional Studies). Trustee Heu-Weller seconded.

The motion passed unanimously.

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#### Motion 10.21

Trustee Fukutaki moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Gail McFarland, Health Sciences, Education and Wellness Institute (NMTEC). Trustee Leigh seconded.

The motion passed unanimously.

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#### Motion 11.21

Trustee Leigh moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Jose Aparicio, Arts and Humanities (English). Trustee Heu-Weller seconded.

The motion passed unanimously.

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Motion 12.21

Trustee Heu-Weller moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Lindsay Haney, Arts and Humanities (English). Trustee Dietzel seconded.

The motion passed unanimously.

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Motion 13.21

Trustee Dietzel moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Michael Pulido, Social Science (History). Trustee Heu-Weller seconded.

The motion passed unanimously.

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Motion 14.21

Trustee Fukutaki moved that the Board of Trustees of Bellevue College hereby grants tenure for the 2021-22 academic year to Sara Farag, Science (Computer Science). Trustee Leigh seconded.

The motion passed unanimously.

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VI. **PRESIDENT'S REPORT**

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

- Congratulations to all the tenure candidates and their great achievements. The College looks forward to celebrating this significant achievement when it is safe to get together in-person again.
- The Budget Stakeholder Group recently submitted their report of recommendations to President Locke. Thank you to all the staff and faculty involved in this big undertaking.
- Enrollment is down a bit from where the College was at this time last year.

VII. **BOARD REPORT**

The trustees made the following reports:

- Trustees Leigh and Fukutaki recently participated in an exit interview with the Washington State auditor's office about the annual audit. The trustees were very pleased with the results of the clean audit and thanks all those involved in the successful audit.

- Chair Dietzel shared that a Kudos Board has been set up to celebrate former trustee Dr. Lisa Chin. More information will be shared with the campus this week.
- Chair Dietzel also asked the trustees to attend the BCF Speaker Series events in April.

VIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Reza Forough, staff member at Bellevue College, provided public comment asking the Board if the positive financial state of Washington would reduce the budgetary strain on the College.

Amanda Chamba, student at Bellevue College, provided public comment following up a previous comment made at a prior meeting regarding the Black Student Union and communications with College officials.

Valencio Socia, staff member at Bellevue College, provided public comment thanking the College for sending out a recent survey on returning to campus.

Zach Morgan, staff member at Bellevue College, provided public comment encouraging more people to respond to the recent survey on returning to campus.

IX. **EXECUTIVE SESSION**

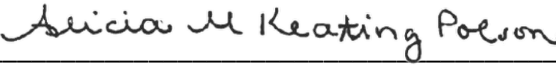
At 3:10 PM, Chair Dietzel announced there would be an executive session beginning at 3:20 PM that would last approximately 60 minutes to discuss matters with legal counsel regarding potential litigation and the performance of public employees. At 4:19 PM, Chair Dietzel announced the executive session would be extended by 30 minutes. 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.

  
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 Greg Dietzel, Chair  
 Board of Trustees

ATTEST:

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