



BELLEVUE  
COLLEGE



# **Board of Trustees**

## **Community College District VIII**

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REGULAR MEETING  
**June 16, 2021**



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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, will be held on Wednesday, June 16, 2021. The business session will begin at 3:00 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**

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**Study Session Call-In Details:**

Please click the link below to join:

<https://bellevuecollege.zoom.us/j/86026467495?pwd=a1J6MW5FTnZ2dFNYWnlkLzdMZzBFZz09>

Meeting ID: 860 2646 7495

Passcode: study

Or dial in by telephone: +1 253 215 8782    Meeting ID: 860 2646 7495    Passcode: 862753

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**Business Session Call-In Details:**

Please click the link to join: <https://bellevuecollege.zoom.us/j/83609852301>

Or dial in by telephone: +1 253 215 8782    Webinar ID: 836 0985 2301

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**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.

## MEETING AGENDA

2:00 PM	STUDY SESSION	The Board will host a study session to discuss the physical campus and facilities at the College.	Curran & Butler
3:00 PM	BUSINESS SESSION	<ul style="list-style-type: none"> <li>I. Call to Order</li> <li>II. Agenda and Minutes <ul style="list-style-type: none"> <li>A. Approval of Agenda for June 16, 2021</li> <li>B. Approval of Minutes from May 19, 2021</li> </ul> </li> </ul>	
3:05 PM	III.	Constituent Reports <ul style="list-style-type: none"> <li>A. Faculty</li> <li>B. Foundation</li> <li>C. Student</li> <li>D. Classified</li> <li>E. College Assembly</li> </ul>	Nightingale Brock Ahn Turnbull McCrory
3:25 PM	IV.	Action Items <ul style="list-style-type: none"> <li>A. Off-Cycle Tenure Candidates</li> <li>B. Capital Projects and Local Funding Approval for 2021-2023 Biennium</li> <li>C. 2021-22 College Budget</li> <li>D. 2021-22 Service and Activities Fee Budget</li> <li>E. Board Election of Officers</li> </ul>	Viens Curran & Tribble  Curran & Craswell Ivelisse, Ahn & Kaptik Dietzel
3:50 PM	V.	Program Highlight <ul style="list-style-type: none"> <li>A. Early Alert for Academic Success Program</li> </ul>	Ivelisse & Martinez
4:10 PM	VI.	Reports <ul style="list-style-type: none"> <li>A. Student Success</li> </ul>	Jones, Mayer, Yousuf, Maldonado, & Morgan
4:30 PM	VII.	President's Report	Locke
4:40 PM	VIII.	Board Report	Dietzel
4:50 PM	IX.	Unscheduled Business or Public Comment	
5:00PM	EXECUTIVE SESSION		

The Board will be meeting in executive session to evaluate the performances of public employees and discuss matters with legal counsel regarding potential litigation and collective bargaining.

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, 3000 Landerholm Circle SE, state of Washington, was held on Wednesday, May 19, 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 study session began at 2:01 PM.

**I. STUDY SESSION**

Rob Viens, Associate Vice President of Academic Affairs hosted a study session on the future of online and hybrid learning at the College.

The business session was called to order at 3:01 PM.

**II. ROLL CALL**

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

**III. AGENDA**

Trustee Leigh made a motion to approve the agenda (May 19, 2021) and minutes (April 21, 2021). Trustee Heu-Weller seconded.

The motion passed unanimously.

**IV. CONSTITUENT REPORTS**

**A. College Assembly**

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

- Governance councils will announce the new council chairs for 2021-2022 at the end of May.
- The second annual retreat for College Assembly and President's Cabinet is currently being planned for June or summer quarter.

**B. Faculty**

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

- Faculty have concerns with the budget, particularly in areas facing a reduction.
- About 30% of faculty have volunteered to return to in-person teaching in the fall quarter.
- Nightingale acknowledged the Flu Team and Administrative Services for their safety plans for returning to campus.

#### C. Foundation

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

- Brock thanked the trustees for their support of the speaker series in April.
- BCF has met their contribution goal for the year and will now aim for the stretch goal for the remaining six weeks of the fiscal year. KBCS has also met their fundraising goal for the year and will reach for their stretch goal.
- BCF has recently awarded scholarships.
- BCF is discussing post-pandemic fundraising events and efforts, and looking at a new slate of officers.

#### D. Student

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

- ASG has approved the S&A allocation for the next academic year.
- ASG election applications are available.

President Locke congratulated Ki Ahn for being named a recipient of the Jack Kent Cooke Foundation's Undergraduate Transfer Scholarship. Cooke Transfer Scholars are selected based on exceptional academic ability and achievement, financial need, persistence, service, and leadership. Ki was one of 72 students chosen nationally from the more than 1,500 applicants. This highly competitive scholarship will provide Ki with up to \$40,000 a year to complete his bachelor's degree at Stanford University where he will study Aeronautics and Astronautics.

#### E. Classified

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

- Turnbull expressed concern on the budget and its impact on employees.

### V. **FIRST READ ITEMS**

#### A. Off-Cycle Tenure Candidates

Rob Viens, Associate Vice President of Academic Affairs, presented the off-cycle tenure candidates. In addition to the eight candidates granted tenure at the March 24, 2021 meeting of the Board of Trustees, there are two final candidates for this academic year. These candidates will be presented for Board action at the June 16, 2021 meeting. These candidates' tenure timelines are "off-cycle" by one quarter due to a selection effective winter quarter 2019 (He-Weatherford) or an approved leave of absence (Xhumari). These candidates have participated in a rigorous tenure process as outlined in the college's tenure guidelines. A recommendation has been forwarded to the Board of Trustees and the President by the Tenure Review Committee (TRC) to grant tenure to the candidates listed below.

### **Third-Year Candidates Recommended for Tenure**

Sandi Xhumari	Science (Mathematics)
Zhenzhen He-Weatherford	Arts and Humanities (English)

### **B. Creation of Policy 1360: Survey Management**

Zack Morgan, Executive Director of Effectiveness and Research, presented the proposed creation of Policy 1360: Survey Management. Bellevue College employees often need to collect perspectives from students, colleagues, and members of the local community to effectively plan and respond to needs. Using surveys to collect this information is vital for stakeholder-informed decision making. This policy is intended to ensure that surveys are effectively designed, scheduled, and distributed by establishing a review of major surveys and a survey registry. In addition to this policy, the College will adopt associated procedures, 1360P: Survey Management (Procedures), to guide employees in developing best practices for surveys and using the review and registry process.

- Chair Dietzel requested for the language in the proposed policy to be reviewed again and any procedural language to be removed.

### **C. Capital Projects and Local Funding Approval for 2021-2023 Biennium**

Will Tribble, Executive Director of Physical Plant Operations, presented the proposed 2021-2023 local and state funded capital projects list, which also included scoring of projects by the new Capital Projects Recommendation Committee (CPRC).

Proposed capital projects are composed of three categories: program funds, essential infrastructure projects, and campus needs.

- Program funds are provided by the state to complete a specific project.
- Essential infrastructure projects are based on the SBCTC Facilities Condition Survey, failing systems, and code requirements. Projects are also part of the ten-year plan for required upgrades and repairs on campus.
- Campus needs were made up of 19 requests from employees. An open call for capital projects was sent to employees at the end of Fall Quarter 2020. Requests could be submitted by any employee with dean/director and area cabinet member approval.

### **D. 2021-22 College Budget**

President Gary Locke and Jim Craswell, Interim Executive Director of Finance and Auxiliary Services, presented the proposed Bellevue College Operating Budget for fiscal year 2021-22.

E. 2021-22 Service and Activities Fee Budget

Ki Ahn, President of ASG, presented the proposed 2021-22 campus Services and Activities (S&A) Budget.

VI. **ACTION ITEMS**

A. Revision of Policy 1250: College Policies and Procedures

Motion 15.21

Trustee Leigh moved that the Board of Trustees of Community College District VIII approves the revision of Bellevue College Policy 1250: Formulation and Issuance of College Policies and Procedures. Trustee Heu-Weller seconded.

The motion passed unanimously.

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B. Deletion of Policy 5000: Acceptable Use of Bellevue College Computers

Motion 16.21

Trustee Stoddard moved that the Board of Trustees of Community College District VIII approves the deletion of Bellevue College Policy 5000: Acceptable Use of Bellevue College Computers. Trustee Fukutaki seconded.

The motion passed unanimously.

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C. Revision of Policy 5150: Acceptable Use of Information Technology

Motion 17.21

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII approves the revision of Bellevue College Policy 5150: Acceptable Use of Information Technology. Trustee Heu-Weller seconded.

The motion passed unanimously.

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D. Deletion of Policy 5160: Bellevue College Network and Internet Usage

#### Motion 18.21

Trustee Heu-Weller moved that the Board of Trustees of Community College District VIII approves the deletion of Bellevue College Policy 5160: Bellevue College Network and Internet Usage. Trustee Stoddard seconded.

The motion passed unanimously.

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#### E. Deletion of Policy 5170: Library and Career Center Internet Usage

#### Motion 19.21

Trustee Stoddard moved that the Board of Trustees of Community College District VIII approves the deletion of Bellevue College Policy 5170: Library and Career Center Internet Use. Trustee Fukutaki seconded.

The motion passed unanimously.

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#### F. 2021-2022 Board Meeting Dates

#### Motion 20.21

Trustee Leigh moved that the Board of Trustees of Community College District VIII approves the schedule of meeting dates for 2021-2022. Trustee Heu-Weller seconded.

The motion passed unanimously.

### VII. **REPORTS**

#### A. Enrollment

Zack Morgan, Executive Director of Effectiveness and Research, presented the quarterly enrollment report.

Generally, for-credit enrollment at Bellevue College continued to decline for Winter 2021, partially mitigated by a large increase in enrollment from Running Start students.

The average for-credit student at Bellevue College is taking more credits per quarter, driven both by the greater proportion of Running Start students but a greater proportion of full-time non-international non-Running Start students. As a result, while the number of students is decreasing substantially, the decrease in enrollments is much less severe. The less steep enrollment declines are in sharp contrast to fellow SBCTC schools whose enrollments have taken a much sharper turn for the worse.

The general racial and ethnic diversity of the for-credit student body continues to shift, with a much greater share of Running Start enrollments identifying as having two or more racial identities and international students increasingly identifying with unlisted racial identities.

VIII. **PRESIDENT'S REPORT**

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

- Last week, two finalists were announced for the Vice President of Human Resources position. All members of the BC community are invited to learn more about the candidates on May 26-27 at virtual campus-wide open forums, where BC attendees will be able to submit questions to be asked of the finalists.
- Jennifer Sohonie was recently appointed to serve as Acting Vice President of Economic & Workforce Development. Sohonie currently serves as the Executive Director of Continuing Education at Bellevue College overseeing both Community Education and Tombo Institute.
- Liz Hollerman was recently named the Dean of the Institute for Business & Information Technology (IBIT).

IX. **BOARD REPORT**

- Trustee Leigh announced that Chair Dietzel was recently elected as President-Elect for the Association of College Trustees (ACT) in Washington.
- Trustee Fukutaki announced that Trustee Leigh served as the Chair of the ACT Nominating Committee this year and will remain in that role in the upcoming year.

X. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Jamie Cho, faculty member at Bellevue College, provided a public comment on the Parent Education budget.

Amanda Johnson, faculty member at Bellevue College, provided a public comment on the BATS budget.

Mila Tari, faculty member at Bellevue College, provided a public comment on the BATS budget.

Tom Graham, faculty member at Bellevue College, provided a public comment on the BATS budget.

Sajonna Sletten, faculty member at Bellevue College, provided a public comment on the BATS budget.

Marie Brissette, faculty member at Bellevue College, provided a public comment on the BATS budget.

Claudia Payne, faculty member at Bellevue College, provided a public comment on the BATS budget.

Heather Miller, faculty member at Bellevue College, provided a public comment on the BATS budget.

Kerste Helms, faculty member at Bellevue College, provided a public comment on the Parent Education budget.

Jay Pulacode, faculty member at Bellevue College, provided a public comment on the BATS budget.

Jennifer Tinsley, faculty member at Bellevue College, provided a public comment on the BATS budget.

Catherine Smith, faculty member at Bellevue College, provided a public comment on the Parent Education budget.

Amy Ephram, faculty member at Bellevue College, provided a public comment on the Parent Education and BATS budget.

Alex Ozanich, faculty member at Bellevue College, provided a public comment on the Parent Education budget.

XI. **EXECUTIVE SESSION**

At 5:42 PM, Chair Dietzel announced there would be an executive session beginning at 5:55 PM that would last approximately 65 minutes to discuss matters with legal counsel regarding potential litigation, collective bargaining, and the performance of public employees. The Board returned to regular session at 7:00 PM.

XII. **ADJOURNMENT**

There being no further business, Chair Dietzel adjourned the Board of Trustees meeting at 7:00 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



## REGULAR MEETING AGENDA ITEM

### OFF-CYCLE TENURE CANDIDATES

☐ INFORMATION

☐ FIRST READ

☒ ACTION

#### Description

A recommendation from the Tenure Review Committee regarding tenure appointment for the full-time faculty members listed below has been submitted to the College President, in accordance with the "Agreement Between the Board of Trustees of Community College District VIII and the Bellevue College Association of Higher Education."

#### Third-Year Candidate Recommended for Tenure

Sandi Xhumari

Science (Mathematics)

Zhenzhen He-Weatherford

Arts and Humanities (English)

#### Key Questions

- \* What is the reason for granting tenure to faculty?
- \* Has a process for granting tenure been followed for each candidate under consideration, and what elements are included in the process?

#### Analysis

According to the Tenure Guidelines, the reason for tenure, as stated in the Revised Code of Washington, is to protect faculty employment rights. Further, tenure protects academic freedom and promotes collegiality and professionalism among faculty.

In addition to the eight candidates granted tenure at the March 24, 2021 meeting of the Board of Trustees, there are two final candidates for this academic year. These candidates will be presented for Board action at the June 16, 2021 meeting. These candidates' tenure timelines are "off-cycle" by one quarter due to a selection effective winter quarter 2019 (He-Weatherford) or an approved leave of absence (Xhumari). These candidates have participated in a rigorous tenure process as outlined in the college's tenure guidelines. A recommendation has been forwarded to the Board of Trustees and the President by the Tenure Review Committee (TRC) to grant tenure to the candidates listed above.

As outlined in the Tenure Guidelines, the tenure process at Bellevue College normally consists of a three-year probationary period for each candidate, and includes three levels of review.

- 1) A Tenure Evaluation Subcommittee (TES), composed of members elected within the candidate's division and chosen by the candidate and approved by the Tenure Review Committee (TRC), is formed for each candidate. This group gathers information and data in support of the candidate's tenure, and provides mentoring and assists the candidate throughout the three-year process.
- 2) The Tenure Review Committee, including six members elected by the faculty, reviews the documentation prepared by the TES to ensure that college and program standards and expectations are met across the many disciplines. The TRC provides an objective look at each document to make sure that the case supporting the recommendations of the TES is sound, and provides a recommendation each year to the President.
- 3) During the first two years of a candidate's employment, the President uses the recommendation of the TRC to decide whether or not to continue the probationary period. In the third year, the President considers the recommendation of the TRC in formulating her/his recommendation to the Board of Trustees to grant tenure or to extend the probationary period.

Finally, the Board of Trustees, giving serious consideration to the recommendation of the President and the TRC, decides to grant or not grant tenure.

#### **Background/Supplemental Information**

An electronic notebook in .pdf format has been assembled for the tenure candidate, and all pertinent documents will be included for review by members of the Board of Trustees. Each member of the Board will be able to access the tenure documents via a secure SharePoint site.

#### **Recommendation/Outcomes**

*Recommendation:* that the Board of Trustees of Bellevue College hereby grants tenure beginning Winter Quarter 2022 to Sandi Xhumari, Science (Mathematics).

*Recommendation:* that the Board of Trustees of Bellevue College hereby grants tenure beginning Winter Quarter 2022 to Zhenzhen He-Weatherford, Arts and Humanities (English).

Prepared by: Dr. Robert Viens, Associate Vice President for Academic Affairs  
[rob.viens@bellevuecollege.edu](mailto:rob.viens@bellevuecollege.edu)



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## REGULAR MEETING AGENDA ITEM

### CAPITAL PROJECTS AND LOCAL FUNDING APPROVAL FOR 2021-2023 BIENNIUM

☐ INFORMATION

☐ FIRST READ

☒ ACTION

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#### Description

The expenditure of local and state funds and the list of capital projects for the 2021-2023 biennium is proposed to the Board of Trustees for approval.

#### Key Questions

- \* What are the projected costs for the next biennium?
- \* What are the capital projects for the next biennium?

#### Analysis

Proposed capital projects to be completed in the 2021-2023 biennium and the estimated funds necessary to complete the projects were presented at the May 19, 2021 Board of Trustees meeting. Funding estimates and the list of recommended projects are outlined below.

#### Estimated funds for capital projects:

Total state funding \$5,184,000

- \$1,405,000 program funding
- \$2,660,000 infrastructure replacement projects
- \$1,119,000 unanticipated repair fund

Total local funding \$10,113,000

- \$6,730,000 essential infrastructure replacement
- \$3,383,000 campus needs

#### List of projects:

CP21-01 C Building project:

C building program improvements.

CP21-02 HVAC:

Remove eight existing units and consolidate them into three new units in the C building. The new units would be powered by electricity instead of natural gas.

CP21-03 Electrical switchboards and transformers:

Replace existing main switchboards and transformers with serviceable equipment to prevent failure and loss of building use in the A, B, and C buildings.

CP21-04 Elevators:

Modernize circuit boards/wiring in the C and North Campus building, making these elements easier to update in the future.

CP21-05 Fire alarms:

Continue ongoing fire alarm improvements, providing an interlinked 24-hour system with monitoring capabilities in the A, C, N and R buildings.

CP21-06 Gym roof repairs:

Repairs for leaking gymnasium roof.

CP21-07 Library roof repair:

Repairs for leaking library roof.

CP21-08 Plumbing:

Sewer line replacement in the C building.

CP21-09 Theater floor replacement

Replacement of uneven floors in the Carlson and Stop Gap Theaters, also allowing access to the pit and trap doors.

CP21-10 Water bottle filling stations

Water bottle filling stations intended to reduce the reliance on plastics and to improve equitable and accessible access to drinking water on campus.

CP21-11 Roofing:

Local repairs to extend roof life on R and N buildings.

CP21-12 Greenhouse refurbishment

Greenhouse infrastructure repair and refurbishment to improve research and experiential learning in curriculum.

CP21-13 Science classroom (B262/B264) repair & remodel

Repair and remodel of B262/B264 to improve student experience and increase room capacity and course offerings.

CP21-14 Digital fabrication

Remodel of current transdisciplinary digital fabrication lab/project assembly workspaces (C168/C167) and woodshop upgrades (C160).

CP21-15 Classroom (A251) refurbishment

Refurbishment of A251 to improve functionality of space and increase capacity.

CP21-16 Parking lots/roads:

Updates for BC roads and parking lots (e.g., fixing potholes, repaving and striping). Next year lots 1a, 1b, 3a, 5 and 14 will need to be repaved.

CP21-17 R/L courtyard shelters

Covered spaces in the R/L courtyard for outdoor meetings.

CP21-18 Digital Media Services accessibility renovation

Improving accessibility at the TV studio and control room.

CP21-19 ASC space renovation

Improving accessibility at the ASC for reading and writing support.

CP21-20 Library study room sound proofing

Sound proofing for six study rooms in the D building/library area.

CP21-21 Library electrical renovation : Kitchen

Electrical upgrade in eLearning kitchen.

CP21-22 Library electrical renovation : Alcove

Addition of electrical outlet at south alcove for events.

CP21-23 Gym sound system replacement

Replacement of current nonfunctional sound system so that outside sound systems would not need to be brought in for events.

CP21-24 Library electrical renovation: Lighting

Adjustable warm lights for front and back offices in D150B.

CP21-25 Covered waiting area outside C

Covered waiting area for students and staff near C167 that open directly to outdoor walkway.

CP21-26 T building swipe card access

Proposal to upgrade five to twelve doors from key access to the swipe card system, which is already partially used in the T building.

CP21-27 North Campus garage enclosure

Gate and fencing for the North Campus building garage.

**Background/Supplemental Information**

No supplemental information.

**Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII approves the expenditure of local and state funds and the list of proposed capital projects for the 2021-2023 biennium.

Prepared by:

William Tribble, Executive Director of Physical Plant Operations

[william.tribble@bellevuecollege.edu](mailto:william.tribble@bellevuecollege.edu)



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## REGULAR MEETING AGENDA ITEM

### 2021-22 COLLEGE BUDGET

☐ INFORMATION

☐ FIRST READ

☒ ACTION

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#### Description

The Bellevue College Operating Budget for fiscal year 2021-22 is presented to the Board of Trustees for consideration of approval at their June 16th, 2021 meeting. To assist the Board in considering the proposed budget, a comparison of the initial 2020-21 and the 2021-22 budget is provided.

Attachment 1: Proposed 2021-22 College Budget and Reserve Report

Attachment 2: Operating Projection Model

#### Key Questions

- \* What is the College's 2021-22 budgetary plan for all funds, excluding Capital?

#### Analysis

The fiscal year 2021-22 budget highlights:

### 2021-22 Revenue

#### Tuition Rate Increase

- +2.8% State Tuition
- +0.6 % Running Start

#### Enrollment Changes

- - 3.0 % State Enrollment (Non BAS)
- +10.0 % Enrollment (BAS)
- - 4.0 % International Enrollment (including ELI)
- + 4.0 % Running Start
- 0.5 % Overall Enrollment Changes

### 2021-22 Expenses

#### Wages and Benefits

- +\$0.7M COLA (1.7% Faculty Only)

- +\$2.2M Guided Pathways Funding
- +\$1.3M Faculty High Demand Funding
- +\$0.4M New DEI Funding
- +\$0.5M CTC-link Conversion Funding (Temp)
- +\$0.4M Marketing
- +\$0.17M (New) Parent Ed restoration
- +\$0.6M (Adjusted) Net Operating Margin FY2022

#### Background/Supplemental Information

<b>Annual Budget</b>	
Operating Funds	\$ 121,639,281
Proprietary Funds	\$ 17, 646,778
Financial Aid Funds	<u>\$ 26,922,634</u>
<b>Total 2021-22 Annual Budget</b>	<b><u>\$ 166,208,693</u></b>
<b>Reserve Funds</b>	
Contingency Fund	\$ 2,510,713
Operating Reserve	\$ 30,406,820
Proprietary Reserve	<u>\$ 4,328,007</u>
<b>Total 2021-22 Reserve Funds</b>	<b><u>\$ 37,245,540</u></b>

## Proposed Revenue Plan by Fund

Includes comparison to initial 2020-21 college budget

	2020-21		2021-22
	INITIAL BUDGET	Increase/(Decrease)	INITIAL BUDGET
<b>OPERATING FUND:</b>			
STATE ALLOCATION	\$43,484,270	\$3,280,001	\$46,764,271
LOCAL OPERATING	\$23,691,454	\$1,312,248	\$25,003,702
DEDICATED LOCAL FUND	\$16,108,449	-\$5,078,895	\$11,029,554
GRANTS & CONTRACTS	\$32,566,639	\$6,275,115	\$38,841,754
<b>TOTAL OPERATING FUNDS:</b>	<b>\$115,850,812</b>	<b>\$5,788,469</b>	<b>\$121,639,281</b>
<b>PROPRIETARY FUNDS:</b>			
COMPUTER SERVICE FUND	10,001	\$0	10,001
PRINTING FUND	670,436	-\$131,365	539,071
ASSOCIATED STUDENTS (non S&A)	334,750	\$0	334,750
BOOKSTORE	2,429,600	\$20,400	2,450,000
PARKING	2,844,967	-\$6,000	2,838,967
FOOD SERVICES	2,434,201	-\$373,961	2,060,240
OTHER AUXILIARY ENTERPRISES	4,958,193	\$62,123	5,020,316
HOUSING	4,426,379	-\$32,946	4,393,433
<b>TOTAL PROPRIETARY FUNDS:</b>	<b>\$18,108,527</b>	<b>-\$461,749</b>	<b>\$17,646,778</b>
<b>FINANCIAL AID FUNDS:</b>			
GRANTS IN AID	\$11,336,708	\$6,850,004	18,186,712
STUDENT LOAN	\$7,500,000	\$0	7,500,000
STATE WORK STUDY	\$275,556	\$10,366	285,922
FINANCIAL AID FUND	\$950,000	\$0	950,000
<b>TOTAL FINANCIAL AID FUNDS:</b>	<b>\$20,062,264</b>	<b>\$6,860,370</b>	<b>\$26,922,634</b>
<b>TOTAL ANNUAL REVENUE:</b>	<b>\$154,021,603</b>	<b>\$12,187,090</b>	<b>\$166,208,693</b>

2021-22 COLLEGE RESERVE REPORT	
	Reserve
<b>RESERVE FUND BALANCES</b>	
Contingency Fund	\$2,510,713
Operating Reserve 25%	\$30,409,820
Proprietary Reserve 25%	\$4,328,007
Debt Reserve	\$10,689,394
Student Housing Reserve	\$0
<b>TOTAL RESERVED</b>	<b>\$47,937,934</b>

### Recommendation/Outcomes

It is recommended that the Board of Trustees of Community College District VIII approves the following budget plan for the fiscal year July 1, 2021 through June 30, 2022.

### Recommended Motion

That the Board of Trustees of Community College District VIII approve the college budget plan, as proposed, for fiscal period 2021-2022. This 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 of staff and faculty positions** if necessary, to carry out the College's programs; and
- the College President to determine **the fee schedule for contract courses** and programs.

Prepared by: Jim Craswell, Interim Executive Director of Finance and Auxiliary Services  
[james.craswell@bellevuecollege.edu](mailto:james.craswell@bellevuecollege.edu)



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## REGULAR MEETING AGENDA ITEM

### 2021-22 SERVICES & ACTIVITIES FEE BUDGET

☐ INFORMATION

☐ FIRST READ

☒ ACTION

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#### Description

RCW 28B.15.044 for the State of Washington grants authority to the Board of Trustees to approve the campus Services and Activities (S&A) Budget. Further, it requires students to advance a budgetary recommendation for consideration by the Board of Trustees.

The S&A Budget recommendation is developed by the S&A committee. The committee is comprised of four students, one exempt staff member, one classified staff member, and one faculty member. This year's committee members are (asterisks denote voting members):

- \*Emmanuel Tshimanga (Student at Large- Committee Chair)
- \*Jordana Laura Gouveia de Oliveira (Student at Large)
- \*Kiseuk (Ki) Ahn (ASG President)
- \*Theint Thu /Quan Nghiem (ASG officers shared 1 seat on the Committee in order to replace Treasurer who stepped down right before the process.)
- \*Lindsey Powers (Classified)
- \*Rachel Wellman (Exempt)
- \*James Torrence (Faculty)

#### Committee Advisors:

Carrie Moore – Student Programs Director

Jim Craswell – Executive Director of Finance

The committee completed its deliberations and has prepared a recommendation for the 2021-2022 year. The budget recommendation was approved unanimously by the committee.

#### Key Questions

- Is the services and activities fee budget proposal equitable and does it address the needs of student funded programs?
- How does the services and activities fee budget plan reflect a sustainable balanced budget?
- What are some key considerations/strategies to maintain the growth and continued integrity of the services and activities budget and the programs it supports?

## Analysis

The new funds for the 2021-22 S&A budget are estimated at \$2,871,460.00. The total 21-22 S&A budget recommendation consists of these new funds plus unused funds from the 2020-21 S&A budget that groups wish to “rollover” to next year’s budget.

The S&A committee reviewed 45 applications for 2021-22 S&A funds. Initial asks for S&A funds consisted of \$3,140,265 from new 2021-22 funds and authorization to rollover \$1,603,980 funds that were not used during 2020-21 fiscal year. The total initial ask for S&A funds for 2021-22 totaled \$4,744,255.

The S&A Committee considered equity during all review and deliberations. The focus on equity flows through all of the guiding principles. The committee’s guiding principles during review consisted of the following:

- Does the department/program focus on improving the student experience on campus?
- Does the department/program help students succeed academically?
- Does the department/program offer services and activities that enrich student life outside of class?
- Has the department/program actively engaged students in the past year?
- Is the department/program planning to increase student engagement in the upcoming year?
- Are the department/program services and activities open to all BC students?
- Does the department/program only want money for travel?
- If they ask for travel, is that all of their request or does the bulk of the request go to on campus student activities and services?
- Is this service/activity sustainable over time? What funding sources would they have if S&A does not fund?

The S&A Committee recommends the following S&A budget for the 2021-22 school year:

21-22 Fund Allocation: \$ 2,871,460.00

21-22 Rollover (not to exceed): \$ 1,492,709.00

21-22 Allocation for Reserves: \$ 0.00

21-22 Total Allocation: **\$ 4,364,169.00**

ASG voted on May 1<sup>st</sup> to approve and forward the S&A budget recommendation to President’s Cabinet. President’s Cabinet reviewed the budget recommendation on May 4<sup>th</sup> and approved that the recommendation be forwarded to the Board of Trustees.

## Background/Supplemental Information

2021-22 ASG S&A Fee Budget Recommendation table

## Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approve the proposed 2021-22 Services and Activities fee budget.

Prepared by: Dr. Brenda Ivelisse, Associate Vice President of Student Affairs  
[b.ivelisse@bellevuecollege.edu](mailto:b.ivelisse@bellevuecollege.edu)

2021-2022 Services and Activities Fee Budget Allocations Summary												
				2021-22 Allocation Items					2021-22 Ask Items			
Budget Items	Budget Number	Return To Fund Balance	One Time Grants	NEW 21-22 Funds Allocated	Rollover Allocated	TOTAL 2021-22 Allocation	% 21-22 Funds Request Approved	% Rollover Requested Approved	NEW 21-22 Funds Requested	Rollover Requested	TOTAL 2021-22 Request (21-22 Funds + Rollover)	2020-21 NEW FUNDS Allocation (No rollover included)
ALL STUDENT PROGRAMS (Total from budget lines below)				943,502	465,420	1,408,922	97.10%	90.76%	971,656	512,805	1,484,461	1,409,290
ALL ATHLETICS PROGRAMS (totalled from budget lines below)				245000	0	245000	100.00%	N/A	245,000	0	245,000	229,000
BRAZILIAN STUDENT ORGANIZATION	XXXX			10000	0	10000	100.00%	N/A	10,000	0	10,000	0
WELLNESS CENTER FITNESS & INTRAMURALS	XXXX			24900	0	24900	100.00%	N/A	24,900	0	24,900	0
JAPAN CULTURAL EXCHANGE CLUB	1914			5716	0	5716	100.00%	N/A	5,716	0	5,716	0
SPEECH & DEBATE	1929			43000	0	43000	69.92%	N/A	61,500	0	61,500	(4,521)
UNITED NATIONS ASSOCIATION (NEW)	XXXX			500	0	500	100.00%	N/A	500	0	500	0
INFOSEC CLUB (NEW)	XXXX			6460	0	6460	7.72%	N/A	83,644	0	83,644	0
BC PRIDE AND RAINBOW CROSSWALKS (NEW)	XXXX			0	0	0	0.00%	N/A	35,000	0	35,000	0
COLLIMNATORS CLUB (NEW)	1968			1000	0	1000	100.00%	N/A	1,000	0	1,000	0
ASSOCIATED STUDENT GOVERNMENT	1900			114,545	143,186	257,731	100.00%	100.00%	114,545	143,186	257,731	150,778
STUDENT LEGISLATIVE COMMITTEE	1901			0	31,316	31,316	N/A	100.00%	0	31,316	31,316	0
CAMPUS ACTIVITIES BOARD	1902			0	300,000	300,000	N/A	100.00%	0	300,000	300,000	353,735
ASG CULTURAL ACTIVITIES FUND	1903			89,522	110,478	200,000	N/A	100.00%	0	110,478	110,478	60,000
STUDENT PROGRAMS SUPPORT	1906			675,506	151,741	827,247	100.00%	100.00%	675,506	151,741	827,247	456,952
BAS DATA ANALYTICS	1907			0	0	0	N/A	N/A	0	0	0	0
PHI THETA KAPPA HONOR SOCIETY	1909			0	0	0	N/A	N/A	0	0	0	0
RADIATION AND IMAGING BAS	1911						N/A	N/A				(4,359)
ASG CONTINGENCY EVENTS FUND	1910			411,106	93,007	504,113	N/A	100.00%	0	93,007	93,007	47,000
INTERNATIONAL STUDENT ASSOCIATION	1913			49,729	20,271	70,000	46.74%	100.00%	106,387	20,271	126,658	20,901
LGBTQ RESOURCE CENTER	1915			30,976	7,411	38,387	100.00%	100.00%	30,976	7,411	38,387	14,000
STUDENT BUSINESS CENTER	1916	47,385		0	127,755	127,755	0.00%	72.94%	28,154	175,140	203,294	238,295
BLACK STUDENT UNION (BSU)	1917			53,746	28,000	81,746	78.48%	100.00%	68,487	28,000	96,487	36,293
EL CENTRO LATINO	1919			16,063	44,374	60,437	82.74%	100.00%	19,413	44,374	63,787	34,476
BUSINESS LEADERSHIP COMMUNITY (BLC)	1920	9,496		0	10,504	10,504	0.00%	52.52%	38,750	20,000	58,750	42,961
MULTICULTURAL SERVICES FUND	1921			0	0	0	N/A	N/A	0	0	0	39,017
RISE LEARNING INSTITUTE (MAKERSPACE)	1922			22,212	6,000	28,212	81.48%	100.00%	27,260	6,000	33,260	30,470
LEADERSHIP DEVELOPMENT STIPENDS	1925						N/A	N/A				(13,544)
STUDENT LIFE WEBSITE & TECHNOLOGY	1926			1,205	8,349	9,554	100.00%	100.00%	1,205	8,349	9,554	92,521
BC ASSOCIATION OF VETERANS (BCAV)	1927			33,488	3,000	36,488	100.00%	100.00%	33,488	3,000	36,488	5,250
LIBRARY GALLERY SPACE	1928			0	0	0	N/A	N/A	0	0	0	0
DISABILITY RESOURCE CENTER	1931			3,000	0	3,000	100.00%	N/A	3,000	0	3,000	3,000
MATH LAB	1932			0	0	0	0.00%	N/A	123,882	0	123,882	80,000
BC STUDENT HANDBOOK	1936			0	26,280	26,280	N/A	100.00%	0	26,280	26,280	0
VOCAL AND CHORAL MUSIC ACTIVITIES	1937			0	0	0	N/A	N/A	0	0	0	0
DIGITAL MEDIA DESIGN	1938			0	0	0	N/A	N/A	0	0	0	0
ACADEMIC SUCCESS CENTER	1939			306,279	103,742	410,021	228.31%	100.00%	134,151	103,742	237,893	175,000
WATCHDOG STUDENT NEWSPAPER	1940			58,000	12,000	70,000	100.00%	100.00%	58,000	12,000	70,000	119,500
KBCS RADIO STATION	1941			0	0	0	N/A	N/A	0	0	0	0
DRAMA PRODUCTIONS	1943			0	0	0	N/A	N/A	0	0	0	0
INSTRUMENTAL MUSIC ACTIVITIES	1944			32,500	0	32,500	77.38%	N/A	42,000	0	42,000	0
BC DANCE PRODUCTIONS	1945			2,600	7,200	9,800	41.94%	100.00%	6,200	7,200	13,400	0
BELLETRIST LITERARY JOURNAL	1946			0	0	0	N/A	N/A	0	0	0	0

CENTER FOR CAREER CONNECTIONS	1947			27,940	9,000	36,940	90.55%	100.00%	30,855	9,000	39,855	40,997
STAGEFRIGHT DRAMA CLUB	1948			6,700	0	6,700	93.06%	N/A	7,200	0	7,200	14,000
ASIAN-PACIFIC ISLANDERS STUDENT ASSOC	1953			52,088	16,000	68,088	98.12%	100.00%	53,088	16,000	69,088	30,000
ARABIC CULTURE STUDENT ASSOCIATION	1954			29,888	7,500	37,388	100.00%	100.00%	29,888	7,500	37,388	0
DECA	1955			3,750	75,000	78,750	9.04%	100.00%	41,500	75,000	116,500	80,000
CIVIL RIGHTS PILGRIMAGE	1956	15,000		0	0	0	N/A	0.00%	0	15,000	15,000	0
BC INFO SYSTEMS & TECHNOLOGY ASSOCIATION	1957						N/A	N/A				(4,898)
HSEWI BAS	1958			0	0	0	N/A	N/A	0	0	0	1,650
INTERCOLLEGIATE ATHLETICS	1962			245,000	0	245,000	100.00%	N/A	245,000	0	245,000	229,000
STUDENT TRAVEL COORDINATOR	1975			0	0	0	N/A	N/A	0	0	0	89,082
WELLNESS CENTER: OUTDOOR RECREATION	1976			22,000	11,300	33,300	100.00%	100.00%	22,000	11,300	33,300	41,000
STUDENT VOLUNTEER CENTER	1980			40,000	77,289	117,289	100.00%	100.00%	40,000	77,289	117,289	50,399
LEADERSHIP INSTITUTE	1981			145,797	35,000	180,797	100.00%	100.00%	145,797	35,000	180,797	0
STUDENT CHILDCARE CENTER	1982			283,250	0	283,250	100.00%	N/A	283,250	0	283,250	283,250
INTERIOR DESIGN STUDENT ASSOCIATION	1985			0	0	0	N/A	N/A	0	0	0	0
STUDENT PROGRAMS SIGNATURE EVENTS	1987			22,994	27,006	50,000	100.00%	100.00%	22,994	27,006	50,000	22,350
AMERICAN SIGN LANGUAGE	1988						N/A	N/A	0	0	0	(7,458)
BC CHEER SQUAD	1989	18,430		0	0	0	N/A	0.00%	0	18,430	18,430	13,500
MODEL UNITED NATIONS	1992	20,960		0	0	0	0.00%	0.00%	3,680	20,960	24,640	0
NURSING STUDENT ASSOCIATION	1993			0	0	0	N/A	N/A	0	0	0	13,180
<b>TOTAL ALLOCATIONS</b>		<b>111,271</b>	<b>0</b>	<b>2,871,460</b>	<b>1,492,709</b>	<b>4,364,169</b>	<b>107.99%</b>	<b>93.06%</b>	<b>2,658,916</b>	<b>1,603,980</b>	<b>4,262,896</b>	<b>2,873,777</b>



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## REGULAR MEETING AGENDA ITEM

### BOARD ELECTION OF OFFICERS

☐ INFORMATION

☐ FIRST READ

☒ ACTION

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#### Description

The officers of the Board of Trustees shall be Chair, Vice Chair, and Secretary. The Chair and Vice Chair shall be members of the Board of Trustees. The Secretary will be the President of Bellevue College or the President's designee (Executive Assistant to President and the Board of Trustees). Terms run from July 1 to June 30 annually.

Annually, at its June meeting, the Board elects from its membership a Chair and Vice Chair to serve for the ensuing year. In the event of an interim vacancy in the office of Chair or Vice Chair, successors may be elected to hold office for the unexpired term.

#### Recommendation/Outcomes

That the Board of Trustees of Community College District VIII hereby appoint \_\_\_\_\_ as Board Chair.

That the Board of Trustees of Community College District VIII hereby appoint \_\_\_\_\_ as Board Vice Chair.

Prepared by: Alicia Keating Polson, Executive Assistant to the President & Board of Trustees  
[alicia.keatingpolson@bellevuecollege.edu](mailto:alicia.keatingpolson@bellevuecollege.edu)



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## REGULAR MEETING AGENDA ITEM

### PROGRAM HIGHLIGHT: EARLY ALERT FOR ACADEMIC SUPPORT PROGRAM

☒ INFORMATION

☐ FIRST READ

☐ ACTION

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#### Description

Melissa Martinez, Early Alert Coordinator and Integrated Student Supports (ISS) Workgroup Lead, will present an overview of the Early Alert program.

#### Key Questions

- \* What is the BC Early Alert Program?
- \* Why does Early Alert matter?
- \* What are some successes and challenges?
- \* What are the next steps for the program?

#### Analysis

This presentation will provide an overview of the Early Alert program (including its growth and development since it's pilot launch Spring 2020 through Spring 2021), key players and stakeholders in the Early Alert work, and why this program matters in terms of closing equity gaps and promoting student success and retention. Other topics covered include Early Alert successes, challenges, and next steps. Additional program information can also be found on the [Early Alert website](#).

#### Background/Supplemental Information

A PowerPoint presentation will be used.

#### Recommendation/Outcomes

The Board of Trustees will learn about the Early Alert program.

Prepared by: Melissa Martinez, Early Alert Coordinator  
[melissae.martinez@bellevuecollege.edu](mailto:melissae.martinez@bellevuecollege.edu)

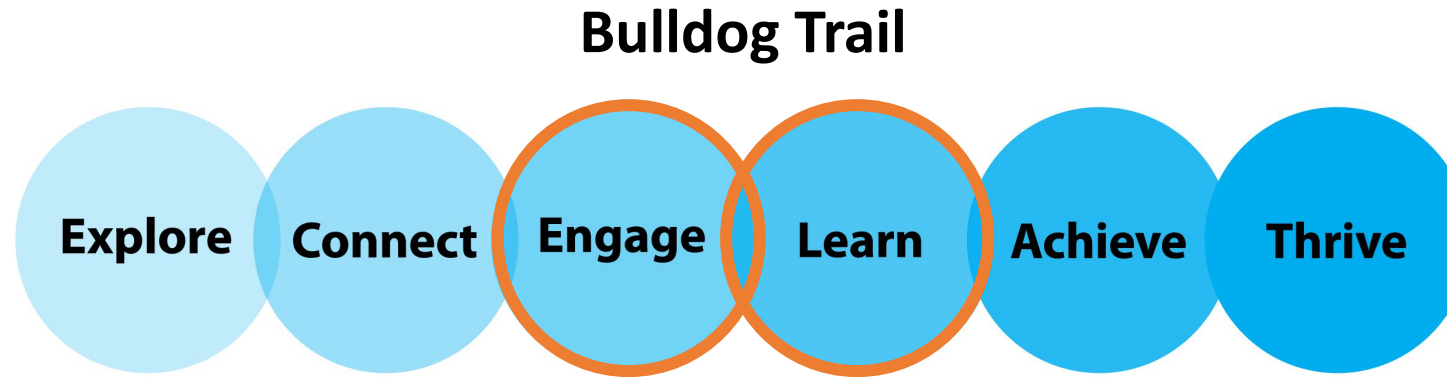


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# Early Alert for Academic Support

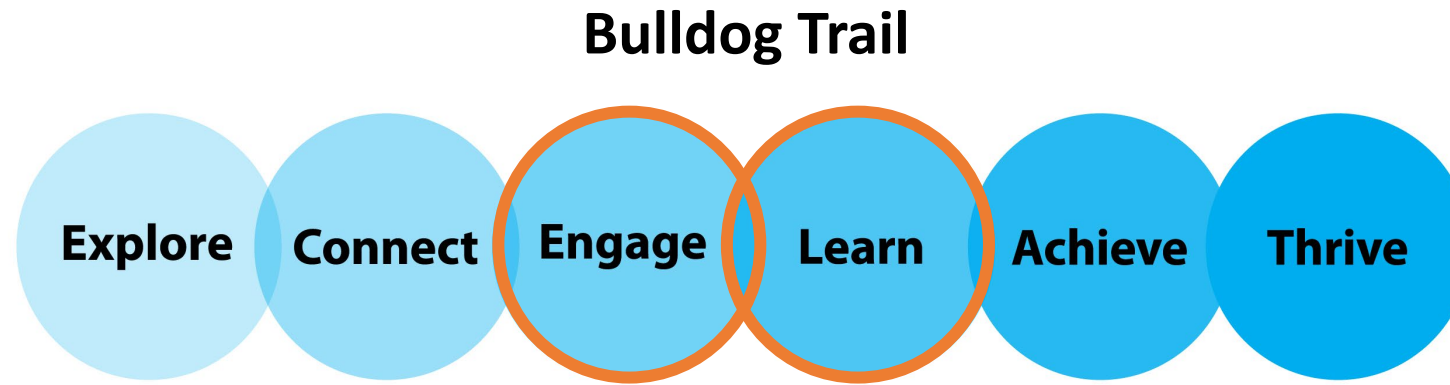
Board of Trustees Presentation | June 16, 2021

# Early Alert Mission





Bellevue College's Early Alert for Academic Support Program, a **student success initiative**, proactively **integrates and coordinates** campus programs, support services, faculty, and staff in support of **closing the equity gap**.

# Early Alert Vision



The Early Alert for Academic Support Program strives to **connect students** to integral campus resources, services, and faculty that will **support, encourage and empower** them and their academic success at Bellevue College and beyond. The Early Alert for Academic Support Program also works to educate students as they navigate the college environment, so they **develop the relationships, resilience and confidence** to seek out support in the future should the need arise.

# Early Alert for Academic Support

- **WHO-** The Early Alert Program is available to all **students** and is based on **faculty** observation of student performance early in the quarter.
- **WHAT-** Early Alert is an academic **intervention** program designed to provide strategic, and proactive outreach to all students demonstrating academic distress. Early Alert is an academic **support** designed to connect students with academic services and resources.
- **WHERE-** Outreach is done via  

# Early Alert for Academic Support

- **WHEN-** After an instructor observes that a student...

Never attends  
class

Misses  
class/stops  
logging in to  
Canvas

Misses  
assignments or  
quizzes/tests

Performs  
poorly on  
quizzes or  
exams

...they may submit an Early Alert on behalf of the student. Then outreach begins! Alerts may be submitted **Weeks 1-5**.

- **WHY-** To develop and promote a **culture of care** for our students

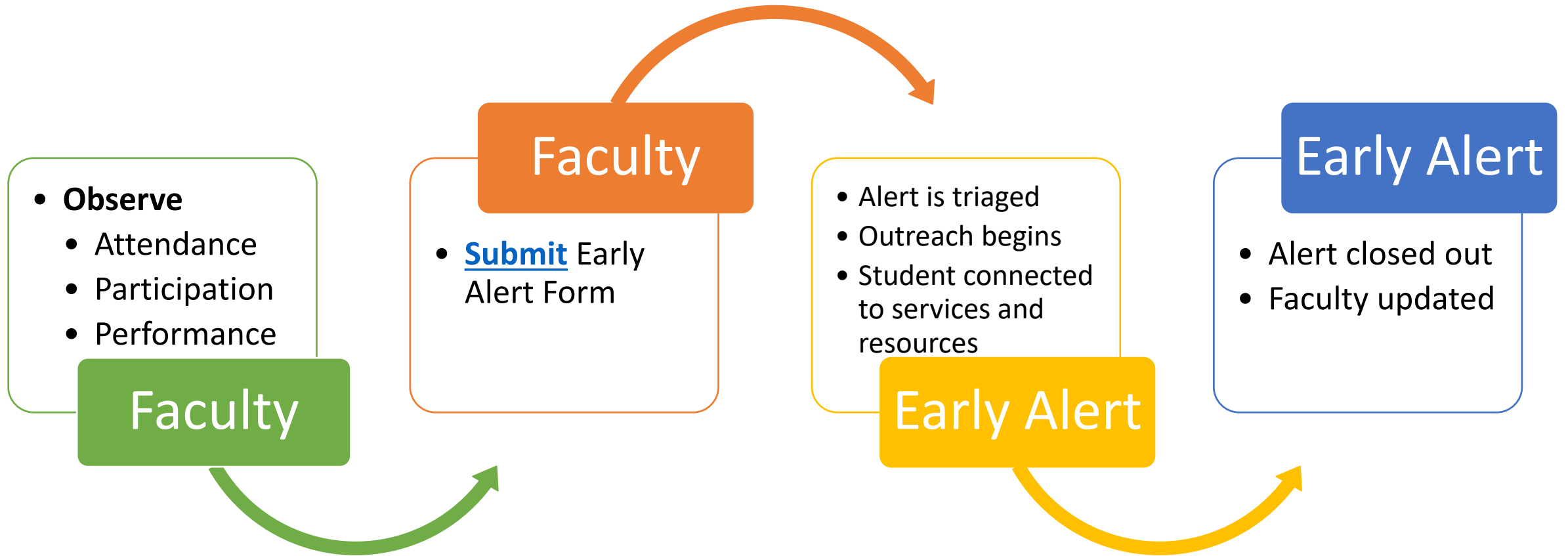
# Program Goals

- To work with students who are demonstrating academic difficulty by identifying and addressing their specific needs and **serving as a link between the student and support services/resources** that may aid in their success.
- To **support instructors by providing outreach and intervention** to students with academic difficulty, thus helping to support their workload and ability to focus on teaching their students.
- To **increase knowledge of campus-wide services & supports** for students receiving early alert outreach.

# Program Goals Continued

- To **promote a culture of care** in that we strive to never saying “no” to students, but rather to guide students to all available resources that may benefit them and their academic and personal well-being.
- To focus on student retention as a **spectrum of retention**, recognizing that not all students may be retained in a class and that may be the best option for the student at that time.

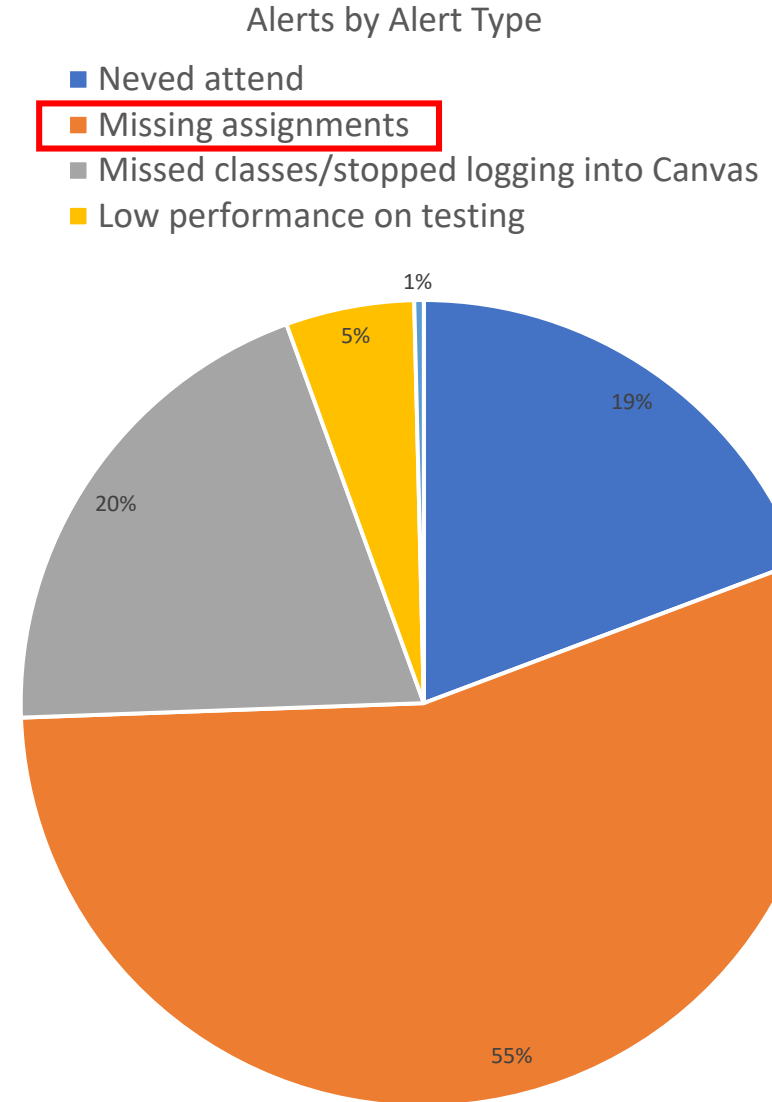
# How it Works



# Spring 2021 Data Highlights

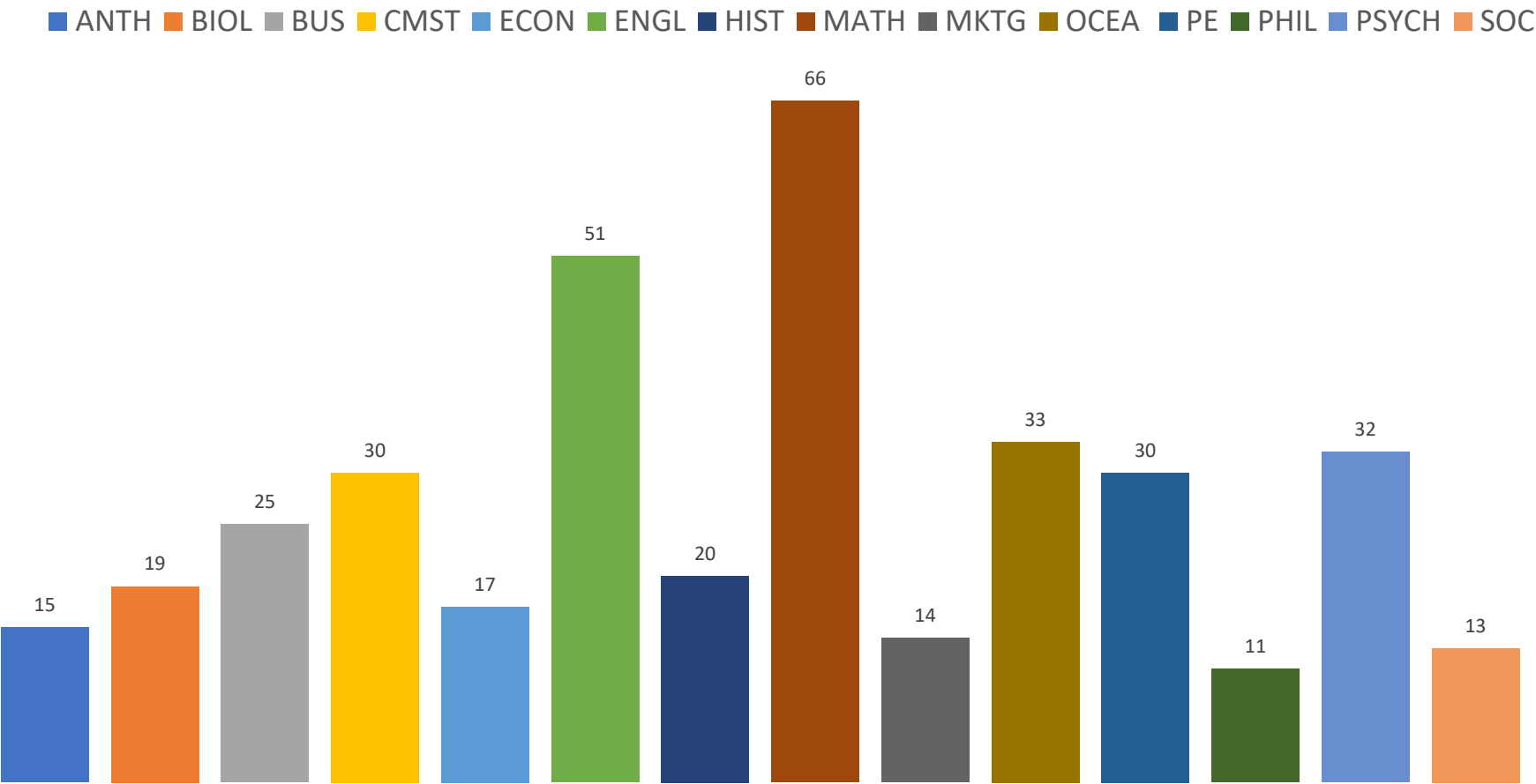
Total Alerts	524
Alerts with unique SIDs	433 (83%)
Alerts with duplicate SIDs*	97 (17%)

\*Students may have had more than one alert due to instructor error, multiple alerts for the same class, or alerts for multiple classes.

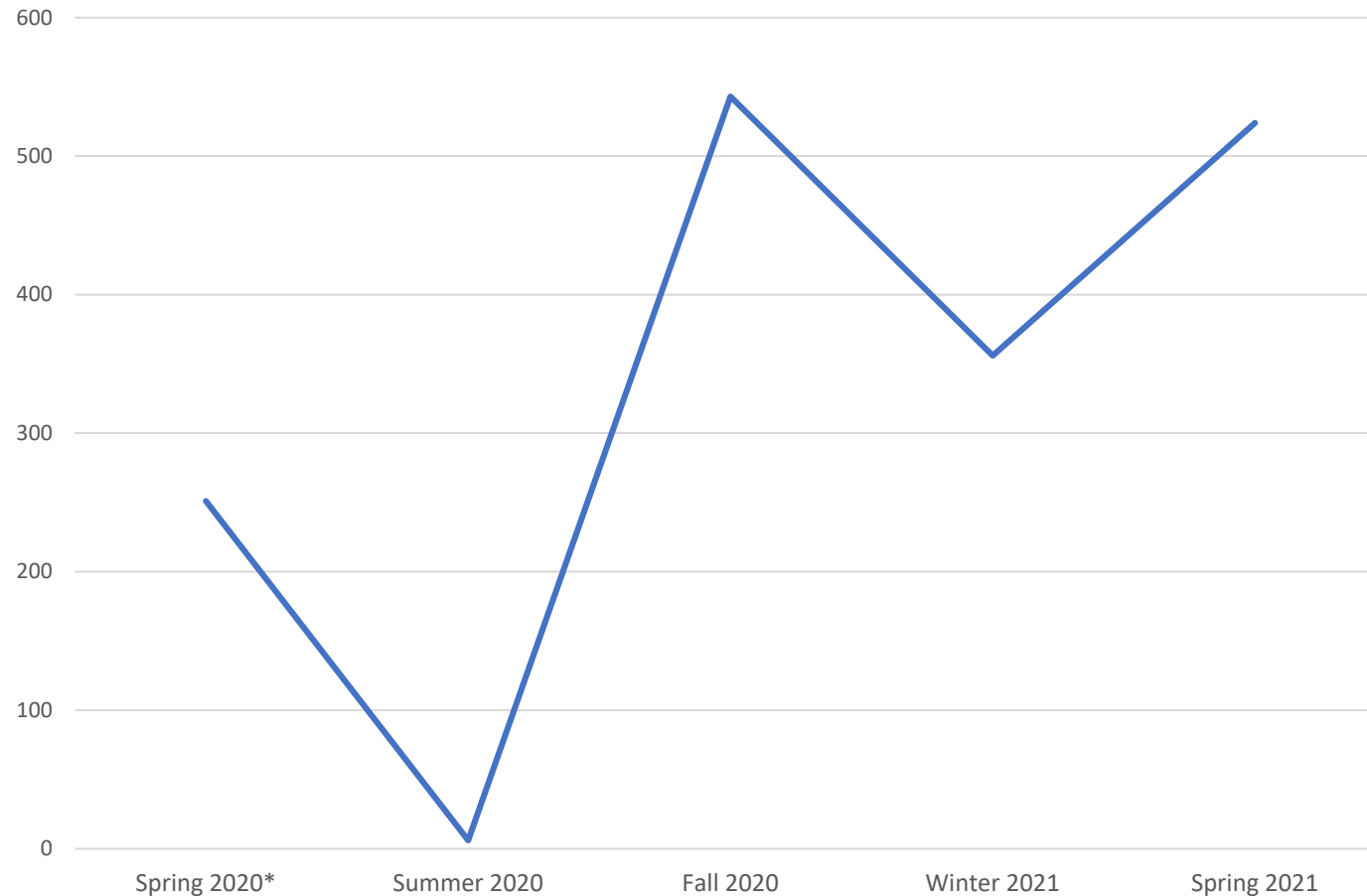


# Spring 2021 Data Highlights

Disciplines with Highest Number of Alerts



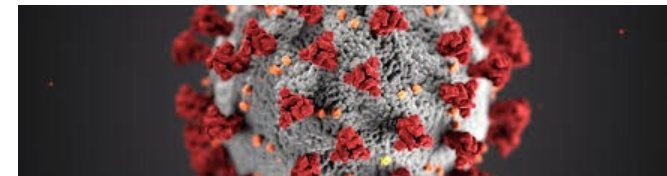
# Spring 2020-Spring 2021



\* Spring 2020 was our pilot quarter. Alerts only focused on students who did not log into Canvas the first three days of the quarter

# Program Strengths & Successes

- Improved processes for automating initial communications, closing alerts and notifying instructors of progress
- Debut of Early Alert webpage
- Quarterly newsletter with updates, resources and student stories for faculty and staff
- *Exceptional partnerships*
  - Early Alert Committee of dedicated faculty, staff and Lead Peer Educators
  - Academic Affairs, Student Affairs, ITS, Institutional Advancement/Marketing
- Partnership with Faculty Commons to include Early Alert information in new faculty orientation and best practices
- Powerful student stories



# Program Challenges & Growth Areas

- Still growing and developing-It's all *iterative*!
- People power
- **Equity**
  - Among faculty submitting alerts
  - For students

# Looking Forward

- Sharing and responding to results of faculty survey sent out Winter 2021
- Understanding impact-In progress with drafting proposal for qualitative data gathering among Early Alert recipients
- Hiring and training of Peer Educators to support outreach efforts to improve response time

# Questions?

Melissa E. Martinez  
Early Alert Coordinator

[Melissae.Martinez@bellevuecollege.edu](mailto:Melissae.Martinez@bellevuecollege.edu) | [Early Alert Website](#)



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## REGULAR MEETING AGENDA ITEM

### STUDENT SUCCESS QUARTERLY REPORT

☒ INFORMATION

☐ FIRST READ

☐ ACTION

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#### Description

Achieving the Dream (ATD)/Guided Pathways provides the framework for Bellevue College's student success initiative with the goal of eliminating achievement gaps by race and ethnicity. We have identified three institutional metrics by which we will measure our success:

- 3 year completion and transfer rate
- Fall to fall retention/persistence rate
- Percentage of students completing college level math in their first year

This presentation will include a summary of work completed on First Year Seminar, Pathways Mapping, Math Redesign, and the Peer Educator program as well as an update on our leading indicators. An overview of how student success data will be reported to the BOT in 21-22 will also be shared.

#### Key Questions

- What progress did we make on our 20-21 targeted initiatives?
- What work has been done on redefining our leading indicators?
- How will we report student success data to the BOT in 21-22?

#### Analysis

The ATD leadership team has established annual institutional metric goals based on current performance and forecasting the progress needed to eliminate equity gaps. Advancements in several key initiatives aim to positively affect these goals, particularly for Black/African American and Latinx students.

#### Background/Supplemental Information

A PowerPoint presentation will be shared as part of the presentation.

**Recommendation/Outcomes**

The Board of Trustees will receive information about the 20-21 institutional metric goals, the data that will be collected to measure success, and the ATD/Guided Pathways work plan for 20-21.

Prepared by: Kristen Jones, Provost for Academic and Student Affairs  
[kristen.jones@bellevuecollege.edu](mailto:kristen.jones@bellevuecollege.edu)



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Achieving the Dream (ATD) / Guided Pathways  
Quarterly Update to the BC Board of Trustees - June 2021

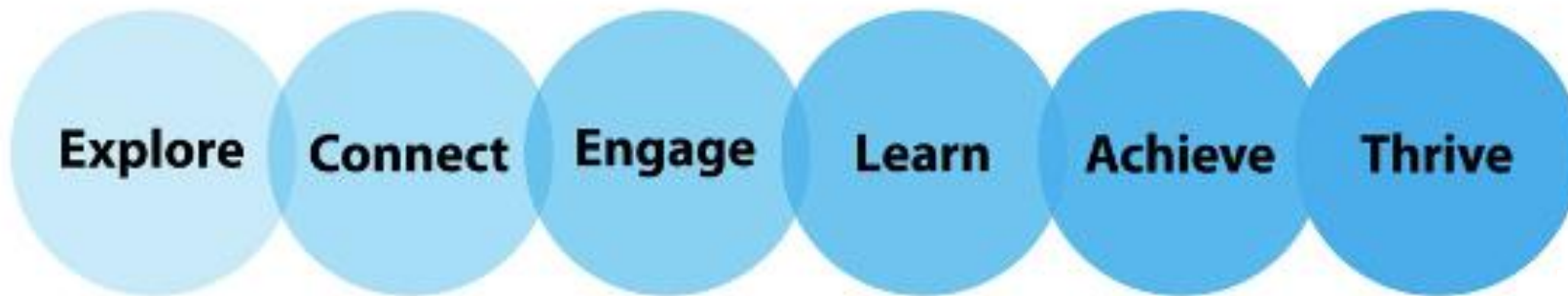
# BC Student Success



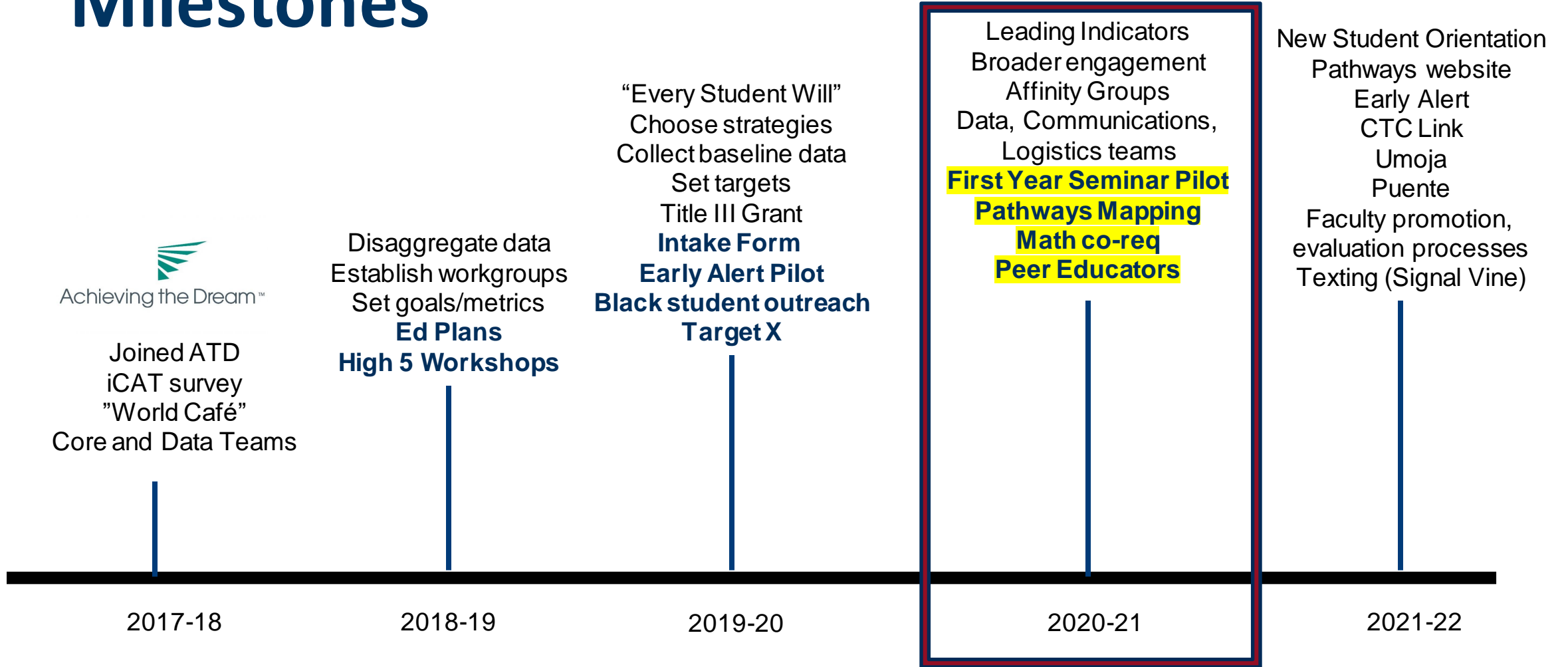
**Achieving the Dream** (AtD) provides the framework, network, and resources for transformative institutional change. It is centered on redesigning the student experience, using the **Guided Pathways** model.



The **Bulldog Trail** is BC's vision of the student journey at BC from pre-entry to completion and beyond.



# Milestones



## Students will:

1) DEVELOP an education  
/career plan

2) IDENTIFY a Pathway  
by the end of the  
2nd quarter

3) ENGAGE w/support  
services to regularly  
assess their progress

### Health Sciences

- Alcohol & Drug Counseling
- Allied Health (Health Professions)
- Diagnostic Ultrasound
- Health & PE
- Health and Wellness
- Healthcare Informatics
- Healthcare Management & Leadership
- Neurodiagnostic Technology
- Nuclear Medicine Technology
- Nursing
- Nutrition
- Radiation & Imaging Science
- Radiation Therapy
- Radiologic Technology

### Social & Behavioral Sciences

- Anthropology
- Business Administration
- Criminal Justice
- Cultural & Ethnic Studies
- Economics
- Education (Early Learning, Teacher Ed, Parent Ed)
- Geography
- History
- International Studies
- Political Science
- Psychology
- Sociology

### Science, Engineering & Math

- Computer Science
- Earth & Space Science (Astronomy, Environmental Science, Geology, Meteorology, Oceanography)
- Engineering
- Life Science (Biology, Botany)
- Math
- Molecular Bioscience
- Physical Science (Chemistry, Physics)

### Information Science & Technology

- Business Intelligence
- Business Technology Systems
- Computer Science
- Cyber Security and Systems Administration
- Data Analytics
- Digital Media Arts
- Healthcare Informatics
- Marketing
- Network Services & Computing Systems
- Robotics & Artificial Intelligence
- Software Engineering

### Transitional Studies

- Adult Basic Education (ABE)
- English as a Second Language (ESL)
- English Language Institute (ELI)
- GED
- High School 21+
- Integrated Basic Education and Skills Training (I-BEST)

### Business

- Accounting
- Business Administration
- Business Intelligence
- Business Management
- Business Technology Systems
- Data Analytics
- Economics
- Healthcare Management & Leadership
- Marketing

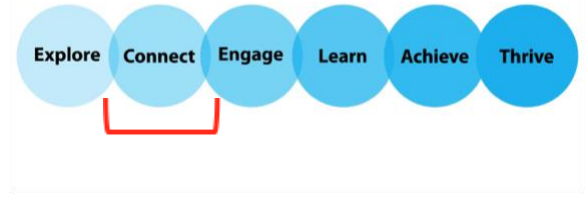
### Visual & Performing Arts

- Art
- Dance
- Digital Media Arts
- Drama
- Interior Design
- Music

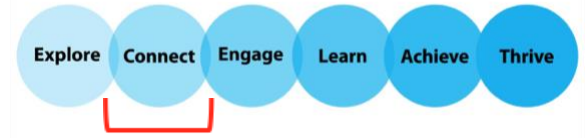
### Humanities & Communication

- Communication Studies
- Cultural & Ethnic Studie
- English
- History
- Philosophy
- World Languages

# Where are we now with Pathways?



- Most Focus Area Faculty Teams have completed Phase 1a (Course Map Template), Phase 1b (Equity Reflection)
- Prep for Phase 2: Summer Pilot with THREE Focus Area Teams (KSA/Courses/BC Gen Eds)
- Formed Exploratory Teams for each Pathway that are composed of faculty rep, one for each advisor, an advisor, and a representative from the Career Center
- Understanding Degrees and Certificates at BC with advisors: Emily Kolby, Jonny Diehl, Deanne Eschbach



# BC Pathways Projects in 2020-2021

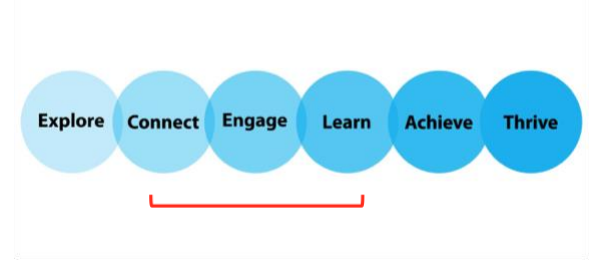
## Pathways Videos:

- One overview video, explaining BC Pathways
- 8 videos that introduce each of the Pathways
- Use animation to explain processes to students

## BC Website Redesign:

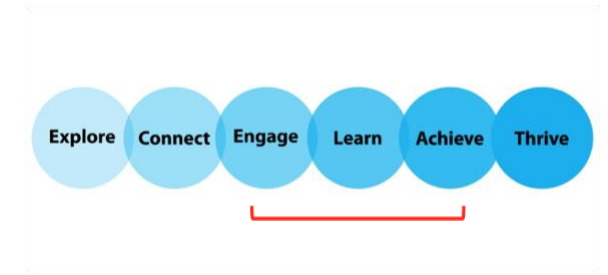
- Introduce students to Pathways
- Clarify BC processes & procedures for students
- Help students navigate more easily

# Lead Peer Educators



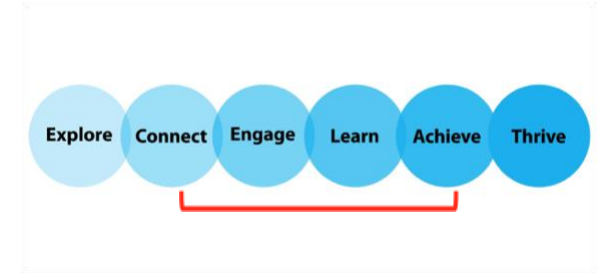
- Purpose: Provide student voice & input on ATD/GP decisions
- Seven Lead Peer Educators hired
- Engaged in various workgroups:
  - Early Alert
  - BC Pathways
  - Core Team
  - Communication Team
  - Black Student Outreach

# Math Initiatives: Co-requisite



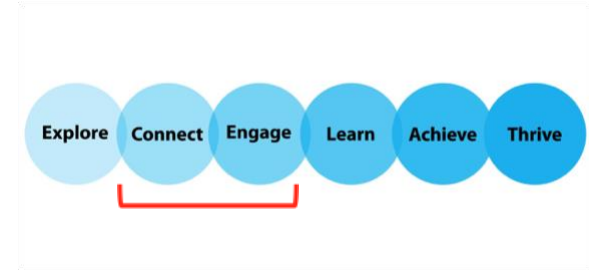
- Two sections of math co-requisites ready for Fall 2021 (Math 99 & Math 141)
  - Team of 13 math faculty worked on the creation
  - Back mapping content
  - Co-requisite best practices
  - Structure & design decisions of courses
  - Calendar & assignment creation for Fall 2021

# Math Initiatives: Placement Data, Tutoring, & Hiring



- Requested, cleaned, organized, and will review placement data as part of improvement of placement process
- Collaborated with the ASC and Math Lab on a required tutoring project, implemented in 9 Math class sections
- Close to completing a FT tenure track hire of Math faculty with expertise in supporting Black students, most diverse hiring pool

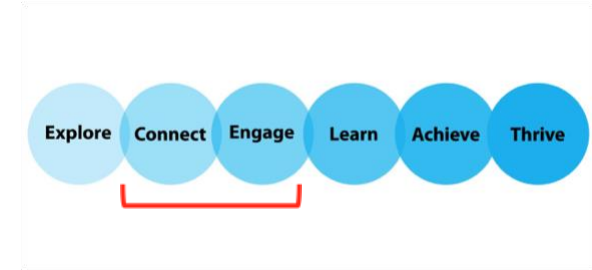
# First Year Seminar (FYS)



- **Goals**

- Support first quarter transfer students
- Faculty as mentors
- Utilize best teaching practices
- Support students in creating a vision for themselves
- Students:
  - Articulate strengths and build from this as a foundation
  - Wellness, Identity, Community, Healthy Relationships
  - Career Exploration, Academic Planning, Financial Literacy, Groups
  - Select a pathway, meet with an advisor, complete Ed Plan

# First Year Seminar (FYS)



- **Progress this year:**

- 4 pilot sections
- Degree requirement added to AAS-DTA
- Teacher Training built – 80+ participants
- Hiring temp full-time chair

- **Next Year:**

- Anticipate offering 60+ sections
- Add degree requirement to remaining transfer degrees
- Work with prof tech to include FYS elements
- Train additional 10 instructors
- Convert temporary position to tenure track position

# Institutional Metrics

1-Year College-Level Math Completion

Fall to Fall Retention

3-Year Completion or Transfer

# Supplemental Metrics

1-Year College-Level English Completion

Fall to Winter Retention

Fall to Fall Persistence

6-Year Completion or Transfer

1-Year 45 Credit Completion

1-Year 30 Credit Completion

1-Year 15 Credit Completion

# Leading Indicators and Sub-Indicators

Choose a pathway in 2nd quarter

Develop an education plan

Complete college-level math in 1st year (also institutional metric)

Participate in Advising

Engage with support services to assess their progress regularly

Be taught by faculty who engage students using evidence-based practices

Intake form completion

Submitted education plan

Completed math placement

Met with advisor

Was documented for engagement with a center/ office

Faculty participated in professional development

Pathway selection outside of intake form

Enrolled in planned courses

Enrolled in placed math course

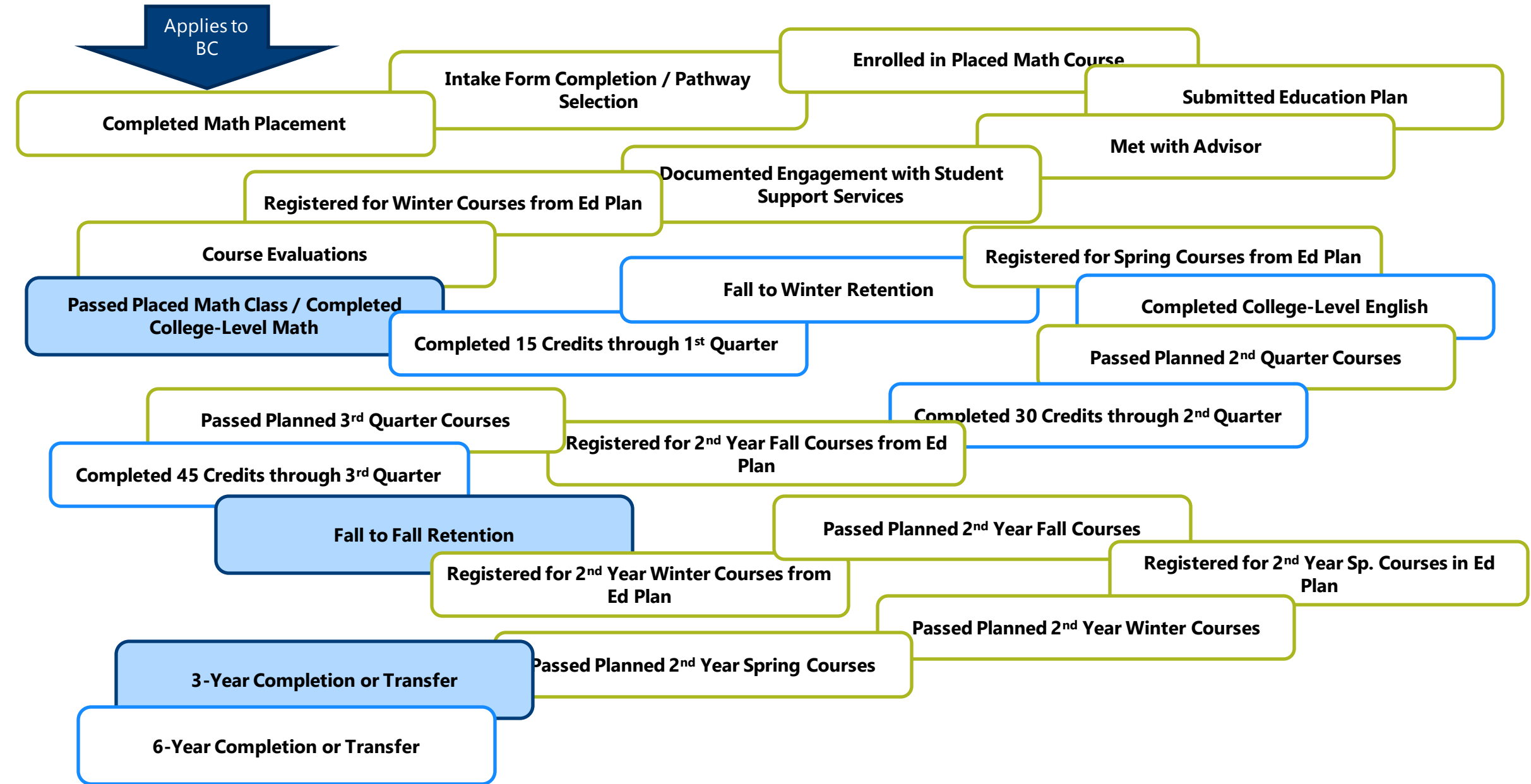
Passed planned courses

Passed placed math class

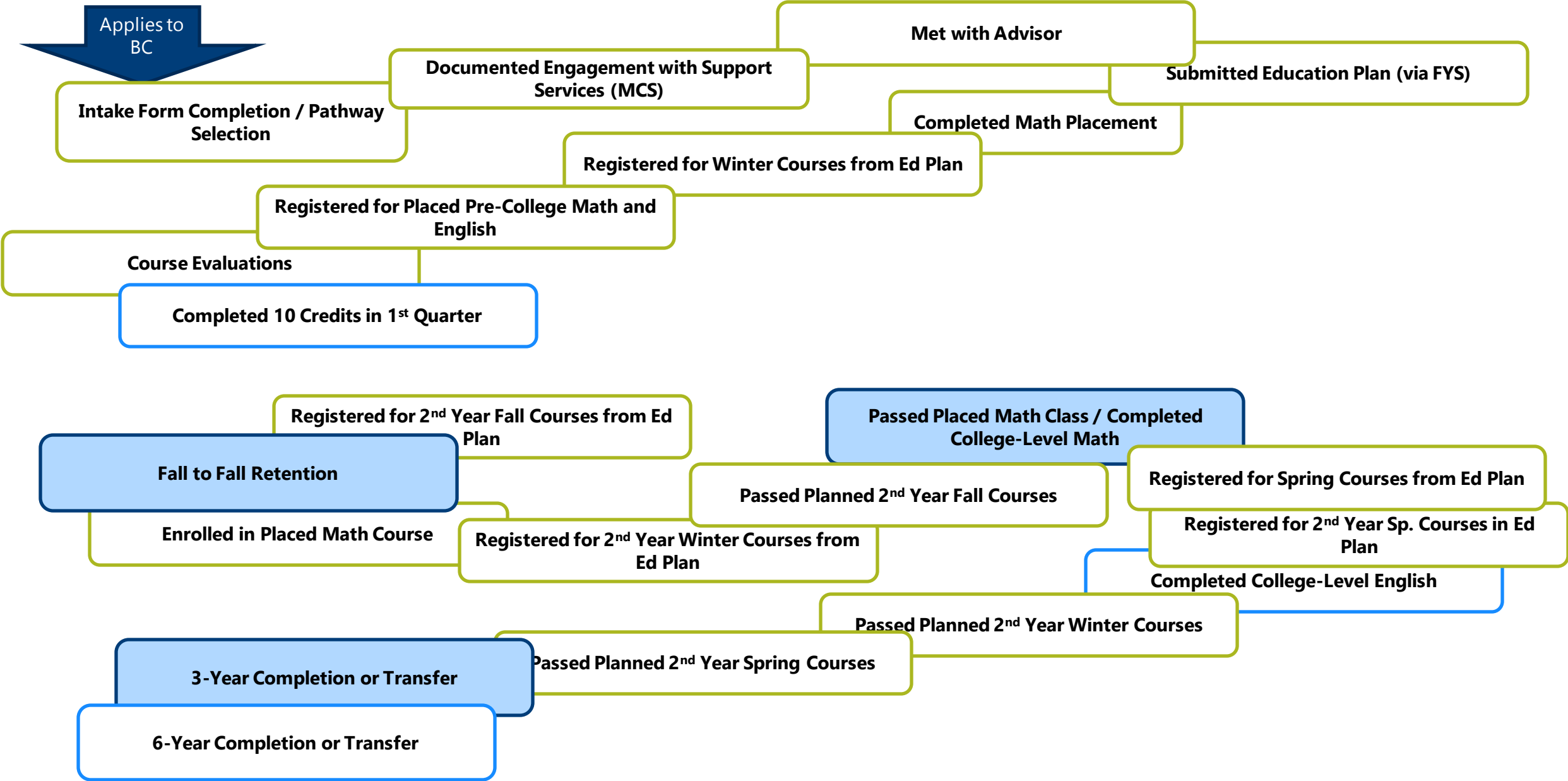
Student and/or peer course evaluations

Class badging/ certification

# Data Story #1: A Relatively Direct Path



# Data Story #2: The Importance of Early Support



# Celebrations

- BC Pathways: 65 course maps have been created with 120 faculty members involved
- Two positions for the faculty professional development workgroup group
- 400 attendees in faculty commons equity creating workshops this year, pending participation on June 28!
- First-year seminar (FYS) is ready for implementation for all DTA students!
- Fall quarter: First co-requisite Math courses 99 & 141 implementation
- Procurement of new training management system
- 40 faculty have participated in formative assessment pilot research

# Celebrations

- The **BC Intake Form** is designed for new students to complete as they go through New Student Orientation. The goal for Intake Form completion for Spring 2021 was set at 45% and we are excited that we have exceeded this and that 51% of students who applied to start Spring 2021 (with zero prior credits at BC) completed the Intake Form!
- The **Early Alert for Academic Support Program** continues to grow and improve! This academic year alone we have had 1,423 early alerts submitted!

# Celebrations

- **The Integrated Student Supports (ISS) Collective** has held three events this academic year with an average of 94 people in attendance each event. Topics covered include Financial Aid, New Student Communication and onboarding processes, TargetX and ctclink and more! An ISS Collective Sway Newsletter goes out along with a recording and copy of the PowerPoint presentation!
- **TargetX trainings** are available for staff providing direct service to students and are required in order to fully access and utilize the tool.

# Student Success – Next Steps

- New Student Orientation
- Pathways website
- Early Alert
- CTC Link
- Umoja
- Puente
- Faculty promotion evaluation processes
- Texting (Signal Vine)
- Measuring leading indicators
- Target setting leading indicators
- Summer ATD/GP retreat

# Outlining Next Year's Presentations

- **December 2021: Institutional Metrics**
  - Fall to Fall Retention (prior fall into this fall)
  - 3-Year Graduation (for cohort whose third year ended the most recently passed summer)
  - Math Completion (for last year's cohort)
- **March 2022: Leading Indicators/Sub-Indicators**
  - Students with Ed Plans so far
  - Students with Math placements/completions so far
  - Etc. for each leading indicator
- **June 2022: Implementation & Adaptation**
  - Less data-focused, more progress report on implementation of initiatives and substantive changes to those approaches

