



**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 Candidate 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.

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.

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.

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.

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.

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 Tomolo 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.

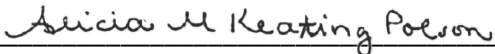
XII. **ADJOURNMENT**

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



Greg Dietzel, Chair
Board of Trustees

ATTEST:



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