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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, November 10, 2021. In accordance with Governor Inslee's Proclamation 20-28.15, this meeting was conducted virtually. The meeting was accessible to the public via Zoom. A telephone line was also available. Richard Leigh, Chair, presided.

**MINUTES**

The business session was called to order at 2:04 PM.

I. **ROLL CALL**

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

II. **AGENDA**

Trustee Dietzel made a motion to approve the agenda (November 10, 2021) and minutes (October 20, 2021). Trustee Fukutaki seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. College Assembly

The College Assembly report was provided by Valencio Socia, Chair of the College Assembly.

- Thank you and congratulations to Human Resources and Payroll for the ctclink rollout this week. Hopefully all the supervisors and employees can show each other grace as the College works through the transition.
- The Exempt Council encourages Bellevue College leadership, including the Board of Trustees, to remain flexible regarding exempt employees' work locations and times. Exempt staff have proven their ability to successfully work remotely through the pandemic and support students with their needs.
- Thank you to the Governance Support staff who have been amazing and extremely helpful to all councils. The process for hiring a new person to take over governance support is currently underway.
- The Chief of Staff position is still being discussed by many of the councils. Councils are discussing what proposal and recommendation they would put forward to the President's Cabinet and College Assembly regarding the issue.

- A new student club, the Entrepreneurship and Personal Development Club, has been doing amazing work. The club believes entrepreneurship is not what you do but how you see the world around you. It is also how you can adapt to changes to make your dreams come true.
- The next College Assembly Meeting is Monday November 15, 2021 at 2:45 PM.

#### B. Faculty

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

- Faculty are concerned about the impact ctLink may have on enrollment.
- Faculty are pleased that random attestation verifications are happening and hoping the results of those random verifications will indicate that students are being truthful in their attestations, which will help faculty be more comfortable on-campus with students in close proximity.
- Twelve new positions have been granted for full-time tenure-track faculty by the legislature, which means the College will be hiring between 20 and 25 new faculty this year to start next fall. The Board of Trustees has the authority to grant early tenure to a probationary faculty member at any time, after reasonable consideration of the recommendations of the Tenure Review Committee. With the upcoming large wave of new tenure-track faculty, the Board should consider this early grant of tenure to deserving faculty members.

#### C. Foundation

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

- Thank you to everyone who attended the Donor and Scholar Reception. It was wonderful to hear the scholars' perspectives of Bellevue College.
- The Foundation Excellence Award nominations are now open. Excellence Awards recognize outstanding faculty and staff members who demonstrate excellence for their contributions to campus and the community. Awards are \$2,500 each, and they go to recipients in the following categories: full-time faculty, part-time faculty, classified staff, and exempt staff. Nominations can be submitted by faculty, students, administrators, staff, and trustees.

#### D. Student

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

- ASG has approved the ASG constitution and it is moving through the formal approval process.
- An active C-building task force made up of ASG officers, student affinity coordinators, and other additional students at large has gathered a list of needs to make the C-building space more student-friendly.
- ASG would like to see more nighttime lighting outdoors and well-lit indoor hallways. ASG would also like to see the gym open expanded hours for student use.

- Course descriptions on ctclink need to be accurate, transparent, and up to date, including the course format and schedule. A project that ASG may work on is developing a database or website where students can provide course details to their peers so students can have more data when selecting courses.

E. No Classified staff constituency report was provided.

IV. **W Building Project Update**

Dennis Curran, Vice President of Administrative Services and Will Tribble, Executive Director of Campus Operations presented an update on the W building.

The Washington State budget session that concluded in Spring 2021 provided funding to build a new center for learning and innovation on campus, named the W building. Plans call for the building to house business and information technology, art, and engineering, and includes a shared space for interior design and a smaller space for computer science.

The College selected a contractor in October and will begin working with the design build team in November. The project design phase is scheduled to take place from November 2021 to May 2022. Construction of a 50,000 square-foot three-story building is anticipated to begin in Summer 2022. The building will be located just north of the parking garage and aims to be completed in Fall 2024.

V. **QUARTERLY REPORTS**

A. Enrollment Report

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

Morgan provided a brief summary of credit enrollment figures from the 2020-2021 academic/fiscal year, Summer 2021, and the interim status of Fall 2021 enrollment. While the number of unique credit students has continued to drop in the 2020-2021 academic/fiscal year, FTE enrollment was largely unchanged due to an increase in the average number of credits taken by students.

For this 2021-2022 academic/fiscal year, Summer credit headcount and FTE were significantly down from the previous years' unexpectedly high figures, and interim Fall 2021 numbers are similarly down from the previous year. However, with new student numbers only 1% shy of the previous year there is a large population of students for whom strong retention efforts may help mitigate further enrollment decline.

VI. **DIVERSITY, EQUITY, AND INCLUSION REPORT**

Consuelo Grier, Vice President of Diversity, Equity, and Inclusion (DEI) provided the monthly DEI report.

- The Office of Diversity, Equity, and Inclusion (ODEI) is focusing on four main areas this year: capacity building, education/skill building, cultural shift, and constituency and community engagement.
- The Equity Education for All Committee is well underway. The second meeting is next week, and the group is working on a plan right now for an all-campus training. The committee utilizes a flattened leadership model with rotating meeting facilitators.
- The Diversity and Equity Campus Climate Survey will be distributed at the end of November. This survey will be conducted every other year and the report of data will be distributed to the entire campus. There will be a series of follow-up Q&A sessions and focus groups to discuss findings, which will inform the next steps for action.
- The Social Justice Center has started programming, including a regular series of workshops.
- ODEI is convening a small workgroup to examine restroom accessibility, signage, and the availability of gender-neutral restrooms across campus.
- Congratulations to Multicultural Services and all those across campus involved in the launch of the Puente and Umoja programs. Puente has 17 participating students this year and Umoja has 11. These two programs support culturally responsive and responsible outreach and programming in a cohort model for students. These two programs were launched with minimal staff and the College looks forward to seeing the growth of these programs over the next several years.
- There are two staffing vacancies in ODEI, the gender-based violence prevention coordinator and the director of restorative practices.
- Finalist interviews are scheduled next week for the Vice President of Human Resources position. This position is integral to the campus leadership team. All employees are encouraged to participate in the open forums and provide feedback on the candidates. Particularly as the College thinks about DEI, culture shift, and restoration, we know that Human Resources is a cornerstone of this work.

## VII. **PRESIDENT'S REPORT**

Gary Locke, Interim President of Bellevue College, provided the monthly president report.

- The launch of ctclink over the weekend went extremely well and almost without a glitch. Roger Harrison, Vice President of Information Technology Services, Maria Rivas, ctclink Project Manager, and their entire team deserve fantastic kudos and credit for a job well done. The conversion has gone much more smoothly and exceeded people's expectations. There continues to be a lot of work making the full transition to ctclink, but we are very confident moving forward.
- At the beginning of December, all staff are expected to be back on campus at least two days per week. Some units will come back to work in campus earlier than December and others have been working on campus throughout the pandemic. At the start of the Winter Quarter, all offices who provide support to student and/or employees are expected to offer in-person services five days per week from 8 AM – 5 PM. Faculty are expected to be available on campus to meet with students in Winter Quarter, even if their courses are remote or hybrid.
- Interviews for the Vice President of Human Resources position are next week and the Vice President of Institutional Advancement position was recently posted.

VIII. **BOARD REPORT**

Trustees Dietzel and Heu-Weller shared that the Donor and Scholar Reception and the TRIO Awards were both fantastic and touching events. Further, the College has done a fantastic job implementing ctcLink.

IX. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Jim Sisko, faculty member at Bellevue College, provided public comment on student programs funding.

Valencio Socia, staff member at Bellevue College, provided public comment on the W Building.

Teresa Descher, staff member at Bellevue College, provided public comment on the mental health of students, staff, and faculty during these challenging times.

Jewell Evans, staff member at Bellevue College, provided public comment on expanding curriculum at the College to include trade programs.

X. **EXECUTIVE SESSION**

At 4:24 PM, Chair Leigh announced there would be an executive session beginning at 4:30 PM that would last approximately 40 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 5:07 PM.

XI. **ADJOURNMENT**

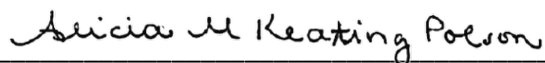
There being no further business, Chair Leigh adjourned the Board of Trustees meeting at 5:07 PM.



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Richard Leigh, Chair  
Board of Trustees

ATTEST:



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