



**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, October 20, 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 study session began at 2:00 PM.

I. **STUDY SESSION**

Dennis Curran, Vice President of Administrative Services and Will Tribble, Executive Director of Campus Operations, hosted a study session to discuss possible new major projects at the College.

The business session was called to order at 3:03 PM.

II. **ROLL CALL**

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

Chair Leigh began the meeting by introducing Sascha West as the student member on the Bellevue College Board of Trustees. Governor Jay Inslee appointed him as the student trustee on October 16, 2021. He will serve in the role until June 30, 2022.

III. **AGENDA**

Trustee Fukutaki made a motion to approve the agenda (October 20, 2021) and minutes (September 29, 2021). Trustee Heu-Weller seconded.

The motion passed unanimously.

IV. **CONSTITUENT REPORTS**

A. Classified

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

- Classified staff have expressed concern about the new chief of staff position posting.

- Employees' desire and need for training are not being met during the pandemic.

B. College Assembly

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

- The College should collect data on LGBTQIA status as it is not currently collected.
- There is concern on the new class search function as staff feel they were not properly informed about the change to class search, which impacts their work with students.
- College Assembly held their first meeting of the Fall Quarter on October 18 and the councils shared their goals for the upcoming year.
- There are concerns from Governance members on the newly posted Chief of Staff position.

C. Faculty

The Faculty report was provided by Lindsay Haney, Vice President of the Bellevue College Association of Higher Education (BCAHE).

- BCAHE would like to begin faculty negotiations with administration earlier to allow time for faculty to incorporate contract changes.
- The College is in year three of not funding certain initiatives, so BCAHE may need to advise faculty to not be involved in projects where they feel they are not receiving proper compensation.
- Faculty have expressed concerns about the Chief of Staff position posting.
- Faculty are concerned about the verification of student vaccination and exemption documentation and would like more information.
- Faculty are working hard both on ground and online. They are ready to start to plan for the new normal, but everyone is still exhausted and overwhelmed by the pandemic.

D. Foundation

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

- BCF recently held a successful virtual State of BC. During the virtual event, BCF announced a new collaboration with Amazon that will provide more opportunities for Bellevue College students to earn Amazon Web Services (AWS) certification and have greater access to internships and employment with AWS clients. Additionally, Amazon has contributed \$100,000 in funding for scholarships and student aid. The scholarships will be part of the Foundation Scholarship pool which students can apply for in January.
- The Donor and Scholar Reception is scheduled on November 4, 2021 at 6:30 PM and attendees will hear great stories from students who have received scholarships.
- The Mini-Grants application period will close on October 29, 2021. This grant opportunity is open to all staff and faculty. BCF will be awarding grants between \$300 and \$3,000.
- The recipient of the Merle S Landerholm Scholarship is Sasha West. This scholarship is in memory of BC's founding president Merle Landerholm and is annually awarded to the Bellevue College student trustee.

E. Student

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

- ASG is currently revising the ASBC Constitution. The basic overarching values and principles are being kept in the ASBC Constitution and all details have been moved to documents such as the ASBC Bylaws, ASBC Financial Code, and Student Council Bylaws. ASG is anticipating the revised Constitution will be voted on and approved before the start of the S&A (2023-2023) cycle.
- Revised Student Council Bylaws were sent to College Assembly for review.
- ASG discussed C-Building renovations with Mike Kaptik. ASG will seek feedback from students on the renovations.
- ASG approved funding of \$200 for a two-page ASG advertisement in the Watchdog Fall Welcome Guide.
- ASG approved the spending of \$37.95 for a student prize at the OIE New Student Orientation.

V. **Program Highlight**

A. Nursing Program Highlights and Innovations During the Pandemic

April Ambalina, Assistant Professor of Nursing; Antwinett O. Lee, Associate Dean of Nursing; and Katie Malkin, Assistant Professor of Nursing presented on the highlights and innovations from the Nursing program during the pandemic.

VI. **Action Items**

A. Revision of Policy 2020: Electronic Communication with Students

Motion 29.21

Trustee Fukutaki moved that the Board of Trustees of Community College District VII approves the revision of Policy 2020: Electronic Communication with Students. Trustee Dietzel seconded.

The motion passed unanimously.

B. Revision of Policy 6900: Records Retention

Motion 30.21

Trustee Heu-Weller moved that the Board of Trustees of Community College District VII approves the revision of Policy 6900: Records Retention. Trustee Fukutaki seconded.

The motion passed unanimously.

C. Revision of Policy 6100 (WAC 132H-140 College Property Use)

Motion 31.21

Trustee Dietzel moved that the Board of Trustees of Community College District VII approves the revision of Policy 6100: College Property Use and WAC 132H-140. Trustee Heu-Weller seconded.

The motion passed unanimously.

D. Deletion of Policy 6520: Animals on Campus

Motion 32.21

Trustee Fukutaki moved that the Board of Trustees of Community College District VII approves the deletion of Policy 6520: Animals on Campus. Trustee Dietzel seconded.

The motion passed unanimously.

VII. **QUARTERLY REPORTS**

A. Finance Report

Dennis Curran, Vice President of Administrative Services and Jim Craswell, Executive Director of Finance and Auxiliary Services provided the quarterly Finance report.

The College weathered the first full fiscal year of the COVID pandemic with minimal financial impact. Student enrollment remained strong unlike peer SBCTC colleges around the state. The expected reduction of state allocation did not materialize as expected and the operating budget generated a \$5.8 million dollar surplus.

This current year enrollment has declined 15% in summer quarter and 7% in fall quarter, with declines noted in nearly all student enrollment types. Most notable is a 14% decline in Running Start as local high schools returned to on-ground classes. The College will be challenged to scale down class offerings to offset enrollment declines. The winter quarter schedule is currently being revised to meet lower student enrollment targets.

VIII. **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 has launched and a campus communication went out this morning formally announcing the current members.

- The Diversity and Equity campus climate survey continues to move ahead and will likely be launched later this quarter. Data from the survey will be available and accessible to the BC community, likely in the form of reports and infographics.
- Several DEI-related efforts are occurring across campus, including:
 - ODEI recently hosted a webinar with community partners at KCSARC and Lifewire to discuss domestic violence.
 - The Neurodiversity Navigators will hold an autism symposium entitled *Autistics Present Symposium: Foundations for Divergent Minds*.
 - The RISE Learning Institute will host a Diversity & Inclusion Job Fair on October 29, 21. This job fair follows a conversation they're having with area employers about investing in Inclusion.
 - Microsoft approached the College as part of their Accessibility University Initiative, along with four other institutions across the U.S. to provide \$100,000 unrestricted grant funding for one year. ODEI will partner with STEM to Stern and the Neurodiversity Navigators cohort programs, along with the Disability Resource Center to design curriculum.
 - Thanks are due to the Latinx Students Affinity Coordinator, the Office of Student Engagement, and all those who have been supporting the programming around Latino Heritage Month, which is being celebrated during the whole month of October.
 - The Black Students Coordinator and the Office of Student Engagement have hosted the Black Entrepreneurs Series featuring local and national entrepreneurs discussing their journeys with students, staff, faculty.
 - The 5th Annual Japan week was held the first week of October. Anne Stewart and the students she works with put on a series of really amazing events.
 - The Social Justice Center will launch programming beginning next week.
- This quarter, the college disbursed \$1,610,800 to students in Fall Quarter 2021 through the Higher Education Emergency Relief Funds (HEERF) received last year. The awards were approximately \$900/per student. These awards help relive financial barriers that students often have.

IX. PRESIDENT'S REPORT

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

- HEERF Funds make a big difference on students' ability to pay for housing and books and supplies which were the top two areas where students indicated they had the most need followed by food security.
- Vaccination rates impact people's confidence and peace of mind and approximately 90% of BC faculty and staff are fully vaccinated. All the requests for exemptions, which were mostly medical exemptions, have been processed. One or two of the exemptions granted cannot be accommodated. Almost 95% of students have provided their vaccination attestations. 72% of all the students have had their attestations reviewed and approved. About 25% are still in process of review. Students have been notified that verification spot audits will be conducted. These audits will happen over the next couple months.
- The College recently conducted a survey of BC students that showed a large majority of students said they prefer only online classes. Approximately 25% said they want only on-

ground classes. Moving forward, the College must ensure a mix of options are available for students, especially in winter and spring quarter.

- Decreased enrollment this year impacts the BC budget. The budget will be balanced this year using some of the stopgap funds. The key to the budget is stabilizing and increasing enrollments. BC enrollment decline last year was only 1% compared to pre-COVID, whereas most of the other colleges around the state had anywhere from a 10-25% decrease in enrollment.
- Funds have been raised for one of the rainbow crosswalks on campus. Supplies will arrive soon and as the weather permits installation will begin.
- Solicitations will soon be underway for six outdoor art murals which will emphasize and promote diversity and social justice. A committee has been formed and they are going through final details of announcements and judging criteria.
- The Nursing program at BC has shown incredible flexibility, nimbleness, ingenuity, and creativity during the COVID crisis. Washington state is looking at how all the colleges across the state can try to meet the demand for nursing as there is a great nursing shortage.
- The Cabinet reviewed and has withdrawn the proposal for the posting for a chief of staff position.

X. **BOARD REPORT**

Trustee Dietzel welcomed Trustee West to the Board of Trustees and shared that he, along with Trustee Fukutaki, Trustee Leigh, and President Locke, attended the national Association of Community College Trustees (ACCT) Leadership Congress in San Diego, CA. At the conference, Trustee Fukutaki was elected to the ACCT Board of Directors.

XI. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Michael Stewart, community member, provided public comment on Japan Week and Asian American Studies Program.

Amanda Chamba, student at Bellevue College, provided public comment on student outreach and affinity groups.

Teresa Descher, staff members at Bellevue College, provided public comment on the mental health of students and staff.

Pavy Thao, staff member at Bellevue College, provided public comment on requirements for affinity groups.

XII. **EXECUTIVE SESSION**

At 5:34 PM, Chair Leigh announced there would be an executive session beginning at 5:40 PM that would last approximately 60 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 6:34 PM.

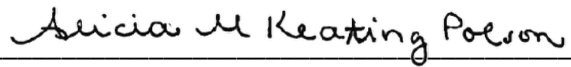
XIII. **ADJOURNMENT**

There being no further business, Chair Leigh adjourned the Board of Trustees meeting at 6:34 PM.



Richard Leigh, Chair
Board of Trustees

ATTEST:



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