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**BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT VIII  
BELLEVUE, WASHINGTON**

A special meeting of the Board of Trustees of Community College District VIII, 3000 Landerholm Circle SE, state of Washington, was held on Tuesday, December 21, 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 5:08 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 Heu-Weller made a motion to approve the agenda (December 21, 2021.) Trustee West seconded.

The motion passed unanimously.

III. **ACTION ITEMS**

Motion 28.21

Trustee Dietzel moved that the Board of Trustees of Community College District VIII approve Resolution No. 300 granting one additional vacation day to full-time administrative exempt employees. Heu-Weller seconded.

The motion passed unanimously.

See last page of minutes for Resolution No. 300.

IV. **COMMUNITY TESTIMONY**

There was no community testimony.

V. **ADJOURNMENT**

There being no further business, Chair Leigh adjourned the Board of Trustees meeting at 5:19 PM.

*Richard E. Leigh, Jr.*

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Richard Leigh, Chair  
Board of Trustees

ATTEST:

*Alicia M Keating Polson*

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

Bellevue College  
Community College District VIII  
Additional Day of Vacation Leave for Administrative Exempt Employees  
December 2021

**RESOLUTION NO. 300**

**A RESOLUTION** of the Board of Trustees of Bellevue College of Community College District VIII granting one additional vacation day to full-time administrative exempt employees.

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT VIII, STATE OF WASHINGTON:**

**WHEREAS**, Bellevue College wishes to recognize that administrative exempt employees have dedicated significant time and energy to the implementation of ctcLink and in consideration for the additional work administrative exempt employees will be required to perform on ctcLink in 2022; and

**WHEREAS**, RCW 43.01.042 grants the Board authority to prescribe such rules and regulations as they may determine governing vacation leave for the College's administrative exempt employees; and

**WHEREAS**, a grant of an additional vacation day to administrative exempt employees will bring them in parity with the College's classified employees who recently entered into a Memorandum of Agreement with the Higher Education Community Colleges Coalition (which includes Bellevue College) granting classified employees an additional personal leave day to be used during the 2022 calendar year.;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Community College District VIII hereby grants on a one-time basis, one non-compensable, vacation day (8 hours) to full-time administrative exempt employees for use in calendar year 2022. If the employee does not use the vacation day by December 31, 2022, the vacation day will be automatically extinguished and deducted from the employee's vacation leave balance.

**APPROVED AND ADOPTED:**

**BOARD OF TRUSTEES**

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Richard Leigh, Board Chair