



**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, February 16, 2022. 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**

Maria Rivas, ctcLink Project Manager, and Rodger Harrison, Vice President of Information Technology Services, hosted a study session to discuss the implementation and integration of ctcLink.

The business session was called to order at 3:06 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.

III. **AGENDA**

Trustee West made a motion to approve the agenda (February 16, 2022). Trustee Fukutaki seconded.

The motion passed unanimously.

Trustee Dietzel made a motion to approve the minutes (December 8, 2021; December 21, 2021; January 19, 2022). Trustee West seconded.

The motion passed unanimously.

IV. **TRANSFORMING LIVES RECOGNITION**

The Association of College Trustees (ACT) Transforming Lives Awards recognize current or former students whose lives have been transformed by attending a Washington state community or technical college. This year, Bellevue College faculty and staff nominated ten students for the ACT Transforming Lives Award.

The following students were nominated for the award and were recognized, along with their faculty/staff nominator:

Amanda Chamba	Nominated by Abner Pagunuran
Christopher Goodman	Nominated by Pilar Lopez
Florida Cishesa	Nominated by Frank Lee
Karen Jenkins	Nominated by Eric Stewart
Latasha Palmer	Nominated by Tim Jones
Lee Janzen	Nominated by Barbara Brodsky
Panida Lamb	Nominated by Heather Rane
Saidi Lwanga	Nominated by Nora Lance
Thao Mai	Nominated by Betty Torrell
Tyler Willis	Nominated by Kevy Wijaya

V. **CONSTITUENT REPORTS**

A. Foundation

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

- Lockwood Grant applications closed last week and the internal review process has begun.
- Radio station KBCS started planning their upcoming 50th anniversary.
- The BCF ratified their strategic plan at their last meeting and the upcoming BCD meeting will focus on goal setting for next year.
- Scholarships applications are now open and the Foundation staff are hosting informational sessions for students. BCF expects to award more than \$500,000 for the next school year.
- Brock expressed gratitude to the trustees for each hosting a table at the upcoming breakfast in April.

B. Student

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

- ASG is continuing efforts to create a stipend/form of compensation for students, which is aimed to encourage the participation of students.
- ASG recently appointed a new Emerging Tech representative. This individual will receive an introduction to processes and the idea for a course evaluation feedback system.
- The S&A Fee Committee was established and committee members participated in their second training yesterday. S&A Fee applications are due at 5 PM on February 16. ASG

requests support and provided a reminder to be respectful, professional, and have integrity so students can grow through the process.

C. Classified

- No new report.

D. College Assembly

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

- The first College Assembly meeting of winter term was held in January and councils were asked to present progress on projects and proposals for the current academic year.
- A recent request to move meeting dates was denied because of issues with availability, so Socia is working with the council to ensure they still have representation at the College Assembly meetings.
- Began process of creating an official proposal to add summer quarter to governance handbook and bylaws, which would ensure compensation for faculty and student governance councils, if they choose to meet.
- Council Updates
 - Exempt: Working with Dennis Curran and others to continue compensation study, and requesting visibility/accessibility of the information.
 - Infrastructure: Created teams to propose improvements for digital and traditional signage on campus.
 - Faculty: Monitoring new policies, developing best practices for student success/retention, and looking into AI education programs.
 - Resources & Planning: Developed work groups to address healing relationships with students and amplifying their voices; create a policy to stipulate wide range of input for U Building; and address issues with S&A funding.
 - Student Success: Developed work groups to address data/participation, mental health, racial justice, online support, and student employment.
 - Inclusion & Diversity: Improving equitable hiring practices and retention, and following up with climate survey sent out last fall.
 - Classified: Hosting last open forum this month and beginning private meetings in March to finalize proposals to submit to College Assembly.
- Concerned with ctLink challenges, specifically the inefficiencies and increased amount of time it takes to complete tasks.
- Concerned with barriers and wait times for students to get help and connect with real people, causing issues in enrollment and retention.
- Concerned with priorities project, specifically regarding cost, time consumption, and lack of trust in the hired company.
- Concerned with lack of communication for construction of the U and W Buildings.
- Concerned with lack of focus on sustainability and climate justice.
- Request for student housing to have options for low-income and homeless students.
- Request for remote learning to be available for all degrees, specifically to develop a hyperflex model (asynchronous, with synchronous lectures as needed).
- Committee voted for Professional Development Day to move from February 21 to May 11.

Betty Torrell	Arts and Humanities (Interior Design)
Charlene Cheng	Institute for Business and Information Technology (Data Analytics)
Eric Stewart	Health Sciences, Education and Wellness Institute (Healthcare Informatics)
Evan Drake	Institute for Business and Information Technology (NSCOM)
Jacqueline Miller	Science (Molecular Biosciences/Life Science)
Jennifer Parada	Social Science (Psychology)
Liangmin Zhou	Science (Mathematics)
Marilu Bumgardner	Health Sciences, Education and Wellness Institute (Nursing)
Minnat Hamada	Health Sciences, Education and Wellness Institute (Nursing)
Patrick Torres	Science (Mathematics)
Tyler Saxon	Social Science (Economics)

VIII. **ACTION ITEMS**

A. Revision of Policy 4300: Investigator Significant Financial Disclosure

Motion 1.22

Trustee Dietzel moved that the Board of Trustees of Community College District VII approves the revision of Policy 4300: Investigator Significant Financial Disclosure. Trustee Heu-Weller seconded.

The motion passed unanimously.

B. Revision of Policy 7110: Reserve and Contingency Fund

Motion 2.22

Trustee Fukutaki moved that the Board of Trustees of Community College District VII approves the revision of Policy 7110: Reserve and Contingency Fund. Trustee West seconded.

The motion passed unanimously.

C. Revision of Policy 3050: Credit Hours and Credit Load

Motion 3.22

Trustee Dietzel moved that the Board of Trustees of Community College District VII approves the revision of Policy 3050: Credit Hours and Credit Load. Trustee West seconded.

The motion passed unanimously.

D. Revision of Policy 2200: Admission Rules

Motion 4.22

Trustee Fukutaki moved that the Board of Trustees of Community College District VII approves the revision of Policy 2200: Admission Rules. Trustee West seconded.

The motion passed unanimously.

E. Amend Agenda and Add Action Item

Motion 5.22

Trustee Dietzel moved to add Policy 6820 to the meeting agenda and to be considered as an action item. Motion seconded by Trustee Heu-Weller.

The motion passed unanimously.

F. Revision of Policy 6820: Grants and Contracts

Motion 6.22

Trustee West moved that the Board of Trustees of Community College District VII approves the revisions to Policy 6820: Grants and Contracts. Trustee Fukutaki seconded.

The motion passed unanimously.

IX. **QUARTERLY REPORTS**

A. Enrollment Report

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

Across credit and non-credit classes, Bellevue College engaged with 13,263 students this past fall. Bellevue College enrollment for the Fall Quarter has declined from the prior year, due to about 6% fewer students and students taking 2% fewer credits on average. This decline of about 7.5% from Fall 2020 to Fall 2021 is relatively similar to the rest of SBCTC, and overall and long-term BC is still enrolling stronger than peer institutions.

Winter enrollment is down much more substantially than the decline the College saw in the fall, however. Presently, enrollment is down almost 18% relative to last year. There are three factors that likely contributed to the severity of the impact Bellevue College is seeing this winter that the College did not see in fall: vaccination requirements, ctLink implementation, and labor market trends.

Looking forward, Bellevue College is expecting enrollment this spring to be somewhere in between the decreases seen for fall and winter. Additionally, enrollment is expected to drop a bit further next year, though not as severely as the College is currently experiencing. However, Bellevue College is in an uncertain and unstable environment, making it paramount that the College diligently monitors and adapts to information as it comes in, while maintaining a level of composure and calm to not overreact.

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

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

- The work of the Office of DEI is centered around four buckets of work:
 - Capacity Building: All positions in office are officially filled. Onboarding the Gender-Based Violence Prevention coordinator and the Director for Restorative Practices. Bellevue College is the first college in the state to have a Director of Restorative Practices as a full-time dedicated position.
 - Education and Skill Building: Continuing to create training and professional development opportunities for faculty, staff, and eventually, students.
 - Culture Shifting: Held Diversity Caucus Retreat on Jan. 27, designed to address fatigue and grief. Will continue partnership with the Liberation Strategies program to work on restorative practices.
 - Constituency & Community Engagement: Equity Advisory Committee working on cataloging trainings and professional development across campus.
- Campus Climate Assessment closed on December 17.
- Remaining funds allocated for DEI strategic planning from the state were approved to roll over to next year.
- Celebrated hard work on Rainbow Crosswalk initiatives and newest campus artwork, "Unity." Look out for an invitation from the Anti-Blackness Taskforce to join virtual art reveal on February 22 from 3:30-4:30 PM.

XI. **PRESIDENT'S REPORT**

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

- Reemphasized research from Zach Morgan on drop in enrollment:
 - Focusing on operating efficiently with a smaller number of students, and stabilizing and increasing enrollment.
 - Anticipated dip into reserves and a substantial reduction of spending in next year.
- Finalizing details for a partnership with UW Bothell which will allow students to enroll/take UW courses in their undergraduate and graduate programs on the BC campus.
- Working with a community health provider to set up a student clinic on campus.

XII. **BOARD REPORT**

Trustee Fukutaki recently attended the ACCT National Legislative Summit in Washington DC with Trustees West and Dietzel.

XIII. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

Anne Matsumoto Stewart, faculty member at Bellevue College, provided a public comment on club activities and fundraising.

Amanda Chamba, student at Bellevue College, provided a public comment on space allocation and C building.

Fernando Perez, faculty member at Bellevue College, provided a public comment on student engagement.

Jordana, student at Bellevue College, provided a public comment on student engagement.

Sofia Foronda, student at Bellevue College, provided a public comment on the MCS move to C building.

Judith Paquette, faculty member at Bellevue College, provided a public comment on student engagement.

Eva, staff member at Bellevue College, provided a public comment on student engagement and events.

Pavy Thao, staff member at Bellevue College, provided a public comment on applying for funding student clubs and student engagement.

Valencio Socia, staff member at Bellevue College, provided a public comment on the C building renovations and student engagement.

XIV. **EXECUTIVE SESSION**

At 6:02 PM, Chair Leigh announced there would be an executive session beginning at 6:15 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 6:50 PM.

XV. **ADJOURNMENT**

There being no further business, Chair Leigh adjourned the Board of Trustees meeting at 6:50 PM.



Richard Leigh, Chair
Board of Trustees

ATTEST:

Alicia M Keating Polson

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