



**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 19, 2022. This meeting was conducted in-person in B201 and remotely via Zoom. A telephone line was also available. Merisa Heu-Weller, Chair, presided.

MINUTES

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

I. **ROLL CALL**

Chair Merisa Heu-Weller, Vice Chair Rich Fukutaki, Trustee Greg Dietzel (departed meeting after the presidential search update), Trustee Richard Leigh, Trustee Pradnya Desh, Trustee Conor O'Meara, President Gary Locke, Assistant Attorney General Tricia Boerger, and Board Secretary Alicia Keating Polson were present.

II. **AGENDA**

Trustee Desh made a motion to approve the agenda (October 19, 2022) and minutes (September 21, 2022). Trustee Fukutaki seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. Faculty

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

- The first inaugural Sabbatical Symposium was earlier today and it was an informal look at the work completed by Bellevue College faculty on sabbatical for part or all of 2021-22.
- Faculty participated in campus-wide equity training, which took place last week and was fantastically run.
- Faculty members are starting to come down with increased cases of COVID-19. It is possible that students may not self-report when they come down with COVID. Reporting of COVID exposure need to improve. There is no information for faculty on proper reporting procedures to report to L&I when contracting COVID at work. Faculty teaching in-person are frontline workers as defined by Federal law.

- Faculty members are worried about the winter season coming up and flu/COVID cases rising on campus and the end of the State declaration, as well as potential changes to policy at Bellevue College on vaccinating students.

B. Foundation

The Bellevue College Foundation (BCF) report was provided by Dana Gray, President of the BCF Board.

- Thanks to President Locke for the wonderful State of Bellevue College Breakfast. Thanks to all who attended. BCF would like to see attendance at this event increase in the future. Amazon was well represented, including a representative from Washington, DC. President Locke announced the \$1.5 million grant gift from Amazon. The grant will extend over the next 3 years, supporting students pursuing bachelor's degrees in computer science.
- BCF enjoyed handing out Homecoming swag to students and hosting the chalk drawing contest.
- Mark your calendars for the Gala, scheduled for January 7, 2023. Formal invitations will be coming out later this month. The Foundation is looking for support for sponsorships and auction items. Experiential auction items focused on unique experiences are welcome. Contact Melissa Johnson, Executive Director of the Foundation, with any leads on sponsorships or auction items.

C. Classified

The Classified report was provided by Jan Ng, a Bellevue College representative of the Washington Public Employee's Association (WPEA).

- People enjoyed the new food trucks options on campus. Classified employees are happy that the College has more food options through food services.
- Classified counsel has many empty seats. There were three to four members and no officers attending the first Classified Council meeting. Classified Council has no officer to represent them at College Assembly. Classified seats are vacant on some of the functional councils.
- Happily, student engagement has hired a consultant. A comment from a classified employee reflects hope that the consultant reaches out to the affinity groups and coordinators, both past and present.
- The equity-focused professional development day was a great success. Thanks are given for making it hybrid.
- The Halloween Science Café is scheduled for October 31st, sponsored by the Science and Math Institute and Multicultural Services (MCS). This event will cover topics such as spiders in the house, components of your blood, and fun chemistry demonstrations.

D. College Assembly

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

- Read Policy 1210P: College Governance (<https://www.bellevuecollege.edu/policies/id-1210p/>)

- Vacancies on governance councils are a concern. Attention should be paid to support the Classified Council. It is a struggle for this constituency to juggle anything beyond work and job duties to participate in governance.
- At College Assembly meetings, constituency councils are now giving reports. This is new to have either all the functional councils or all the constituency councils. The goal is to create more cross-collaboration and communication between councils.
- Read excerpts from the letter from the Council of Inclusion and Diversity (CID) regarding dismantling institutionalized racism in hiring practices at Bellevue College in Proposal 1215.
- Concerns regarding teleworking for BC staff. Many staff would like to keep a hybrid between working remotely and on campus to maintain balance.

E. Student

The Student report was provided by Sophia Oliveira, ASG Events Representative; Keegan Pham, ASG Treasurer; Christopher Flores, ASG Public Relations Representative; Jiarun Xie, ASG Social Responsibility Representative; and Maya Lukalapu, AGS Emerging Tech Representative.

- The first ASG board of directors meeting occurred. A change was made to the bylaws in section 2.2J under elections. ASG does not currently have a president. Campus-wide elections will be conducted. A schedule is planned for elections and will occur between Oct. 26-Nov.4 (<https://studentweb.bellevuecollege.edu/asg/>)
- The secondary task for ASG will be redesigning the ASG website to reflect campus-wide events to increase foot traffic and backlink events for social media to engage students and faculty. The main objective online is to create a widespread distribution chain for information regarding events to create a stronger community.

IV. **QUARTERLY REPORT**

A. Finance

The quarterly finance report was provided by Dennis Curran, Vice President of Administrative Services.

- The FY22 year-end closed better than projected, largely due to a final allocation from SBCTC that was about \$1M more than expected.
- In FY23, tuition increased 2.4% and enrollment was projected to be down about 4.5% (9,034 FTE's) from the year prior. As of 10/10/23, fall enrollment is 2% lower (8,843 FTE's) than the initial projections for the fall. Budgeted expenses include \$800K for marketing, and \$1M in ctLink staffing support, which is funded through injections from the college reserves.
- Closely monitoring student enrollment for international students and state allocations will be key to meeting our budget for tuition revenues. State appropriation included a COLA increase and \$300K Guided Pathways increase.

V. **PRESIDENTIAL SEARCH PROCESS UPDATE**

Vice Chair Fukutaki provided an update on the presidential search process.

- The Board began the presidential search process by studying and discussing the BC Priorities Report, which has been really valuable in preparing the presidential profile.
- In July 2022, the Board designated two Board members to lead the presidential search process: Trustees Rich Fukutaki and Richard Leigh. Trustees Fukutaki and Leigh have been working closely with Human Resources, the Office of Diversity, Equity and Inclusion, and the President’s Office to develop the following presidential search timeline.

August – November 2022	Prepare the presidential profile informed by the results of the BC Priorities Report
September – November 2022	Interview and select an executive search firm to provide expertise on the search process and recruit a large, diverse pool of candidates representing a broad spectrum of backgrounds and experiences and varied demographic dimensions
October – November 2022	Form advisory screening committee with members mapping to priorities identified in the presidential profile
November 2022	Launch the presidential search website and begin accepting applications from interested candidates
January – February 2023	Screen applicants and identify semi-finalists; next, interview semi-finalists to identify 3-4 finalists
February – March 2023	Invite 3-4 finalists for 2-day interviews (in-person) with internal and external stakeholders (hybrid options will be available for BC community members); solicit and collect stakeholder feedback
March 2023	Board reviews stakeholder feedback and selects and hires new president
July 2023	New president begins

- The timetable for the presidential search will be published through email by end of day tomorrow, October 20, 2022, with a decision date of March 2023 and a new president’s start date of July 1, 2023.
- There will be ample opportunity for members of the Bellevue College community to participate in the presidential search process through campus interviews in the new year. The Board encourages community members to participate and provide honest feedback as that will inform the Board’s decision on the selection of the next president.
- The campus can expect to receive regular updates from the Board as major milestones are reached in the search.

Motion 34.22

Vice Chair Fukutaki made a motion for the Board of Trustees of Community College District VIII, to approve Chair Merisa Heu-Weller as the delegated authority to make the final selection of the executive search firm. Trustee Richard Leigh seconded.

The motion passed unanimously.

Motion 35.22

Vice Chair Fukutaki made a motion for the Board of Trustees of Community College District VIII to approve Chair Merisa Heu-Weller as the delegated authority to make the final selection of the advisory search committee. Trustee Richard Leigh seconded.

The motion passed unanimously.

Motion 36.22

Vice Chair Fukutaki made a motion for the Board of Trustees of Community College District VIII to approve the presidential search timetable as read by Trustee Fukutaki. Chair Heu-Weller seconded.

The motion passed unanimously.

VI. **PRESIDENT'S REPORT**

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

- At the State of Bellevue College breakfast, it was announced that Amazon is granting \$1.5 million for the Bellevue College computer science program over the next 3 years focused on three different aspects: 1) Increasing the pipeline of underrepresented groups with an emphasis on outreach to the K-12 system in the middle school system; 2) Expanding the number of students in the BC computer science program, and hiring additional staff and faculty to support additional students; 3) Utilizing funds to support students in the BC computer science program to ensure greater success through internships, technological assistance, financial aid to ensure higher graduation rates. Overall, this grant will support students to go on to high-demand, good-paying jobs.
- The Cabinet has approved some spending of one-time expenses in technology upgrades. Some classroom computers are 5-10 years old and need replacement.
- The campus-wide training on diversity, equity, and inclusion was very well done. Turnout was excellent both in person and online. This is going to be an annual event focusing on educating and moving people forward in terms of understanding diversity, equity, and inclusion and building upon what was learned the year before for professional development, increasing knowledge, awareness, and understanding.
- Bellevue College is making significant progress in the hiring processes on campus with respect to streamlining processes within the Department of Human Resources, standardizing some of the procedures to fill positions quickly as possible.

- Bellevue College Fall enrollment is near 98% of projections, representing a nearly 5.5% drop from last fall. The proportion of international students was near the target for the budget.
- The Online Excellence Academy is off to a great start. There are more people signing up, participating, and completing the phase one training ahead of time. Thanks to Sue Nightingale, the Union, and all members of the task force. Good comments are coming in about the quality of the training. The Online Excellence Academy will be conducting surveys to make it even stronger to meet the needs and desires of the faculty.

VII. DIVERSITY, EQUITY, AND INCLUSION REPORT

Consuelo Grier, Vice President of Diversity, Equity, and Inclusion (DEI) at Bellevue College, provided the Office of DEI (ODEI) report.

- Grier recently joined the advisory council for DEI Data Lab for the National Student Clearinghouse, serving as a voice for community colleges. Early next calendar year will provide some customizable data dashboards at a national level.
- ODEI launched the Social Justice Center on October 6 with an inaugural open house. There were people from all different areas of the campus, faculty, staff, and students. People were excited about the space and asked how to use the space and collaboration. It is already serving a good purpose in terms of becoming a hub.
- October 17 was equity-focused professional development day, with five in-person tracks and three virtual tracks of training running throughout the day from 8-5, focused on key development areas like anti-racism, equity, and inclusion. Huge thanks to the Professional Development Day Committee, ODEI staff, and the Equity Education Advisory Committee. Just under 500 people registered for attendance. At one point, there were over 200 people in-person and nearly 400 online doing virtual courses. Preliminary feedback from evaluations, emails, and comments has been positive. ODEI expresses deep gratitude to the campus community, faculty unions, councils, and supervisors, who reminded their team members to attend, and thanks to the events team.
- ODEI continues to focus efforts on cultural shifting, including getting a cohort of people trained around the campus for restorative practices. ODEI requested additional funds to do that work. The feedback from CID pushes us to support campus engagement around policies and proposals that need discussion and ensure a proposal's intent is lived up to.
- A task force came together last year to examine signage and accessibility of restrooms. ODEI is working to determine the next steps in collaboration with the number of offices to work on signage and availability for more easily identifiable all-gender restrooms across campus.
- ODEI is pleased to have hosted a meeting with the City of Bellevue Office of Diversity Equity and Inclusion. They are working on things we can be good partners on, and they have some resources that ODEI would love to get here at Bellevue College.
- Reminder: the equity fund can fund projects and help support ideas that propel anti-racism, equity, and inclusion with investments in historically excluded populations. People do have to fill out the application.
- Ask: Please fill out evaluations for Monday's professional development day. We are getting ready to start planning for next year. It is a significant undertaking, and we want to have quality programming.

VIII. BOARD REPORT

There was no Board Report in addition to the update that was provided on the presidential search process earlier in the agenda.

IX. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

There was no unscheduled business or community testimony.

X. **EXECUTIVE SESSION**

At 3:25 PM, Chair Heu-Weller announced there would be an executive session beginning at 3:35 PM that would last approximately 25 minutes to discuss matters with legal counsel regarding potential litigation. The Board returned to regular session at 3:59 PM.

XI. **ADJOURNMENT**

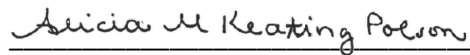
Chair Fukutaki announced that the website for federal student loan debt relief is now open at <https://studentaid.gov/debt-relief/application> and Board encourages everyone eligible to apply.

There being no further business, Vice Chair Fukutaki adjourned the Board of Trustees meeting at 4:02 PM.



Merisa Heu-Weller, Chair
Board of Trustees

ATTEST:



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