



BELLEVUE
COLLEGE



Board of Trustees

Community College District VIII

REGULAR MEETING
January 18, 2023



**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, will be held on Wednesday, January 18, 2023. The business session will begin at 2:00 PM. This meeting will be conducted in a hybrid format. The in-person location will be B201, and the remote location will be via Zoom. A telephone line will also be available. Merisa Heu-Weller, Chair, will preside.

MEETING CALL IN DETAILS

Business Session Call-In Details: [Click to join meeting](#)

Or dial in by telephone: +1 253 215 8782 Webinar ID: 886 7904 0156

MEETING AGENDA

2:00 PM	BUSINESS SESSION	
	I. Call to Order	Merisa Heu-Weller
	II. Introductions	
	III. Agenda and Minutes	
	A. Approval of Agenda for January 18, 2023	
	B. Approval of Minutes for December 14, 2022	
2:10 PM	IV. Transforming Lives Award Nominee Recognition	Merisa Heu-Weller
2:30 PM	V. Constituent Reports	
	A. Foundation	Dana Gray
	B. Student	ASG Representative
	C. Classified	Becky Turnbull
	D. College Assembly	Assembly Representative
	E. Faculty	Sue Nightingale
3:00 PM	VI. Action Items	
	A. Revision of WAC 132H-122, Policy 7200: Students' Financial Obligations and Repeal of Policy 7250: Non-Payment of Tuition and Course-related Fees	Dennis Curran
	B. Revision of Policy 2100: Hazing	Megan Kaptik

3:10 PM	VII.	Presidential Search Process Update	Rich Fukutaki
3:20 PM	VIII.	President's Report	Gary Locke
3:30 PM	IX.	Diversity, Equity, and Inclusion Report	Consuelo Grier
3:40 PM	X.	Board Report	Merisa Heu-Weller
3:50 PM	XI.	Unscheduled Business or Public Comment	
4:00 PM	EXECUTIVE SESSION The Board will be meeting in executive session to evaluate the performances of public employees, to discuss matters with legal counsel regarding potential litigation and collective bargaining, and/or consider real estate for sale or lease.		
4:45 PM	Adjournment		

Please note: Time and order are estimates only and are subject to change.



**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, December 14, 2022. This meeting was conducted remotely with an in-person location available in A201. A telephone line was also available. Merisa Heu-Weller, Chair, presided.

MINUTES

The business session was called to order at 2:01 PM

I. **ROLL CALL**

Chair Merisa Heu-Weller, Vice Chair Rich Fukutaki, Trustee Greg Dietzel, Trustee Richard Leigh, Trustee Conor O’Meara, Trustee Pradnya Desh, President Gary Locke, Assistant Attorney General Tricia Boerger, and Board Secretary Alicia Keating Polson were present.

II. **AGENDA**

Chair Merisa Heu-Weller called for a motion to adjourn the meeting from the Boardroom to Room A201, as the HVAC unit is not working in the Boardroom, and it is without heat.

Trustee Leigh made a motion to adjourn the meeting from the Boardroom to Room A201. Trustee Dietzel seconded.

The motion passed unanimously.

Trustee Desh made a motion to approve the agenda (December 9, 2022) and minutes (November 9, 2022.) Trustee Leigh seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. Faculty

No faculty report was provided.

B. Foundation

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

- The BC Foundation is to host a Gala dinner, auction, and dance on January 7, 2023. The gala will be held in the Bellevue College Ballroom, U Building. The Foundation Gala supports the success of students as well as faculty and staff. Through scholarships, programs, and special projects, the Foundation provides vital support for students, faculty, staff, and essential college programs.
- A special thanks to President Gary Locke for his support of planning and preparing some of the items that will be auctioned at the gala. Thanks to Rebecca Chawgo, Vice President of Institutional Advancement, for many hours spent on campus building excitement with faculty and staff. Much appreciation to faculty for the donation of many fabulous items to be auctioned off for the benefit of their programs.
- Live auction items will include a weeklong stay in Bali, a six-course meal and spirit tasting at Ascend Prime Steak & Sushi and a wine collection to be bid on. There will also be a cocktail making class to bid on.
- The Foundation asks for trustees to fill a table of eight. There will be free valet parking available for all attendees.

C. Student

The Student report was provided by Ezgi Ayaz, Vice President of Associated Student Government (ASG).

- Announcement of the new ASG President, Rebecca Mbaka Mujinga. Rebecca won the election with 265 votes, from a total of 806 votes, taking a 33% majority.
- The process of redesigning the ASG website is underway, which will give clubs a better understanding of what is required and information for submitting requests.
- During registration week, complaints came from students regarding ctclink system errors for class payments and class registrations. ASG would like an update on potential solutions for ctclink issues.

D. Classified

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

- There are heating and cooling issues on campus. The college is finding it difficult to hire HVAC employees. Also, food services are struggling to hire new employees. Dennis Curran has reached out to area colleges that offer culinary arts degrees to see if students are interested in working at Bellevue College.
- Classified Council is at about half of needed membership. A survey has gone out to classified to get them involved in creating goals for Classified Council. Professional development was a desire that came from the survey.

E. College Assembly

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

- Infrastructure Council and Campus Operations will host a Light the Night Walk in January after dusk, to identify safety concerns and develop a plan to remedy trip hazards and lighting gaps. All are welcome to help survey the campus.
- The Infrastructure Council is developing proposals focused on urban forest management planning for the trees across campus, and active shooter training and response planning.
- Classified Council is focused on employee job satisfaction, professional development and balancing remote and face to face scheduling in 2023.
- The Exempt Council is focused on job mobility and satisfaction, and professional development.
- The Faculty Council and Student Success Council are dedicated to post-pandemic return-to-campus needs, schedules, and helping students navigate classwork and student services. BC's Benefits Hub helps students who face housing, food, and financial insecurity, and this resource should be more widely shared.
- The Council for Inclusion and Diversity continues to make progress on equity-focused hiring and recruitment and is focused on filling key roles across campus including senior administration and all departments in a timely, inclusive manner.
- The Resources & Planning Council is dedicated to accessibility for campus spaces, budget review and support in early 2023, and increased cross-council collaboration to align with the Priorities Report.
- The College Assembly is concentrated on governance assessment in 2023, including stakeholder testimony, measurable data, and other indicators that BC Governance demonstrates value. Successful proposals have impacted personnel, decision-making processes, campus facilities, increased representation of our diverse population, and cross-campus communication.

IV. **FIRST READ**

- A. Revision of WAC 132H-122, Policy 7200: Students' Financial Obligations and Repeal of Policy 7250: Non-Payment of Tuition and Course-related Fees

Dennis Curran, Vice President of Administrative Services, presented the first read of revisions of WAC 132H-122, Policy 7200: Students' Financial Obligations and Repeal of Policy 7250: Non-Payment of Tuition and Course-related Fees.

Administrative Services proposes updating the current student financial debt rules under WAC 132H-122, Policy 7200, and Policy 7250. These changes remove and/or update outdated information and clarify rules. The revised Policy 7200 will have the same text and formatting as the revised WAC chapter. Relevant portions of Procedure 7200P and Policy 7250 have been incorporated into the revisions of WAC/policy 7200. Subsequently, Procedure 7200P was approved for repeal by President's Cabinet on December 6, 2023 and Policy 7250 is proposed for repeal by the Board of Trustees. Rules have been consolidated into the one WAC/Policy 7200 to make information easier to find and language was clarified.

- B. Revision of Policy 6460: COVID-19 Vaccination Requirements

Dennis Curran, Vice President of Administrative Services, presented the first read of revisions of Policy 6460: COVID-19 Vaccination Requirements.

The college proposes revising Policy 6460: COVID-19 Vaccination Requirements in order to align with updated guidance from the state. As of October 31, the state's emergency COVID proclamations were rescinded, which removed the requirement for campuses to declare they are a "vaccinated campus" or "unvaccinated campus," along with all the associated sub-requirements. The revisions to the 6460 policy and procedures remove all references to Washington State proclamations and eliminate the requirement for student vaccination attestations. As of now, employees will still be required to attest their vaccination status.

Additionally, the college is proposing revisions to associated Procedure 6460P2: Employee COVID-19 Vaccination Requirements and proposing the repeal of Procedure 6460P: Student COVID-19 Vaccination Requirements. Procedure 6460P: Student COVID-19 Vaccination Requirements is proposed for elimination as the college will no longer require students to attest to their vaccination status.

C. Revision of Policy 2100: Hazing

Megan Kaptik, Manager of Student Conduct, presented the first read of revisions to Policy 2100: Hazing.

On March 30, 2022, Governor Inslee signed HB 1751 into law, which is referred to as "Sam's Law." This bill requires the college to update the definition of hazing and extend the prohibition to include off-campus hazing. The proposed revisions to Policy 2100: Hazing are intended to bring Bellevue College into compliance with state law. President's Cabinet approved revisions to Procedure 2100P: Hazing on December 6, 2022.

V. **ACTION ITEMS**

A. Revision of WAC 132H-126 and Policy 2050: Student Conduct Code

Motion 38.22

Trustee Dietzel made a motion that the Board of Trustees of Community College District VIII approves the revisions to WAC 132H-126 and Policy 2050: Student Conduct Code. Trustee Fukutaki seconded.

The motion passed unanimously.

VI. **QUARTERLY REPORT**

A. Student Success

Zach Morgan, Executive Director of Effectiveness and Research; Esteban Maldonado, Title III Director and Achieving the Dream (ATD) Co-Lead; Jennie Mayer, Faculty Program Chair for Physical Science and ATD Co-Lead presented the quarterly Student Success Report.

Bellevue College's ATD/Guided Pathways student success goals are to increase and close equity gaps for fall-to-fall retention and three-year completion rates. The ATD data team has defined students in the ATD cohort to monitor the impact of ATD initiatives and strategies for students who declare an intent to earn a pre-baccalaureate degree or certificate. ATD cohort-based metrics were presented along with a discussion of one of the current strategies implemented: First Year Seminar.

VII. **PRESIDENTIAL SEARCH PROCESS UPDATE**

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

- Announcement that the search for the next president of Bellevue College is live and active recruitment and applications are being accepted.
- The BC Presidential Search website is now live and can be assessed at bellevuecollege.edu/presidentialsearch/ and contains the presidential search profile, which describes the roles and responsibilities and desired qualifications and qualities of the next president, as well as the leadership agenda. The search profile was informed by the work of the BC Priorities Report, as well as the recent listening sessions hosted by executive search firm EQU Advisors. Vice Chair Fukutaki expressed gratitude for the participation of the campus community in the development of the search profile and believe it will attract strong candidates to the president position.
- During the recruitment phase, EQU Advisors is working diligently on generating a robust and diverse candidate pool. Along with posting the position in a diverse range of higher education publications, the college's consultants Robert Luke and Veena Abraham, J.D. have started their outreach to a broad network of potential candidates and are following up on all nominations that are submitted. We encourage you to recommend potential presidential candidates by submitting a nomination at the EQU Advisors website.
- Looking ahead to the timeline, candidates are encouraged to submit application materials by February 3, 2023. The Presidential Search Advisory Committee will review applications and interview semi-finalists in February and anticipate interviews with finalist candidates will happen in March. It is expected the successful candidate to be announced by the Board of Trustees in late March and begin in the position on or by July 1, 2023.
- A special thanks to the presidential search advisory team.

VIII. **PRESIDENT'S REPORT**

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

- The ctLink registration problems outlined by the ASG Vice President will be looked into.
- There are HVAC problems, as indicated, and Bellevue College does have problems filling these key maintenance infrastructure positions along with food services. The problem is that the salaries are set by the State of Washington. Salaries and compensation are set so low that BC has a hard time attracting candidates and retaining staff in these positions.

- As indicated, Rebecca Mbaka Mujinga is the new ASG President. A consultant has been engaged to help with healing some of the issues and moving forward with respect to a smoother S&A fee process with quicker and clear application guidelines for individuals and organizations seeking S&A fees, and more training for ASG officers.
- The budget deliberations are starting for the next academic year. Today the governor announced his budget proposals, and that needs to be analyzed. He has proposed new initiatives for higher education.
- Bellevue College had a slight decline in enrollments from what was projected. International enrollments are beginning to pick up faster than the other enrollment growth throughout the college. The college has diversified the source of international students. Jean D’Arc Campbell, Dean of the Office of International Education & Global Initiatives (OIEGI) and the OIEGI team have done a magnificent job recruiting from all parts of the world, from Europe, Eastern Europe, Africa, Latin America, as well as Asia.
- The Board of Trustees will be brought goals and metrics for student success, focusing primarily on student completion and retention. That is also what the state is trying to measure. First year seminar, first year math, first year English, and educational plans are some of the data that we will be collecting to help make corrections and take immediate action. Collecting data in real-time using ctLink and other sources to influence and move the needle with respect to help students achieve educational goals, by retention and completion.

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

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

- ODEI continue to focus work on capacity building, education/skill building, cultural shift, and community engagement.
- The Office of the President generously supported ODEI getting a cohort of campus partners trained and working together in restorative practices. Michelle Strange, Director of Restorative Practice is now working with campus partners and getting folks in several different offices and divisions trained. Sixteen campus partners attended a total of 25 hours of proactive and responsive restorative practices training, learning strategies to implement restorative practices strategically across the campus to foster a more relational campus culture and restoratively respond to harms.
- Lunchtime Chat & Chew is scheduled in January in the social justice center to share learning across campus and engage even more people there will also be cross training between the two groups of campus partners so the learning between the two different sessions is cross-pollinated and the total cohort can share practices and ideas.
- Val Tovar, Gender-Based Violence Prevention Coordinator, took a wonderful opportunity as the Director of Health Promotion & Prevention for UW Bothell. She will be missed and recruitment for that role will begin soon.

X. **BOARD REPORT**

There was no Board report.

XI. **UNSCHEDULED BUSINESS/COMMUNITY TESTIMONY**

There was no unscheduled business or community testimony.

XII. **EXECUTIVE SESSION**

At 3:30 PM, Chair Heu-Weller announced there would be an executive session beginning at 3:35 PM that would last approximately 30 minutes to discuss matters with legal counsel regarding potential litigation. At 4:05 PM, Chair Heu-Weller announced the executive session would be extended by 10 minutes. At 4:15 PM, Chair Heu-Weller announced the executive session would be extended by 5 minutes. The Board returned to regular session at 4:20 PM.

XIII. **ADJOURNMENT**

There being no further business, Chair Heu-Weller adjourned the Board of Trustees meeting at 4:20 PM.

Merisa Heu-Weller, Chair
Board of Trustees

ATTEST:

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



REGULAR MEETING AGENDA ITEM

REVISION OF WAC 132H-122, POLICY 7200: STUDENTS' FINANCIAL OBLIGATIONS AND REPEAL OF POLICY 7250: NON-PAYMENT OF TUITION AND COURSE-RELATED FEES

INFORMATION

FIRST READ

ACTION

Description

Administrative Services proposes updating the current student financial debt rules under WAC 132H-122, policy 7200, and policy 7250. These changes remove and/or update outdated information and clarify rules. The revised policy 7200 will have the same text and formatting as the revised WAC chapter. Relevant portions of procedure 7200P and policy 7250 have been incorporated into the revisions of WAC/policy 7200. Subsequently, procedure 7200P was approved for repeal by president's cabinet on December 6, 2023 and policy 7250 is proposed for repeal by the board of trustees. Rules have been consolidated into the one WAC/policy 7200 to make information easier to find and language was clarified.

Key Questions

- * Why are revisions to the rules necessary?
- * What practices are and aren't allowed for debt collection by institutions of higher education?

Analysis

Updates were necessitated by Second Substitute House Bill (SSHB) 2513. The bill prohibits institutions of higher education from withholding transcripts and limits the practice of registration holds. However, SSHB 2513 allows colleges to place a hold on an account for debts owed, drop students for non-payment of debt and/or refer past due debts to a collection agency. The provisions in SSHB are now reflected in the proposed revisions to WAC Chapter 132H-122/policy 7200. As a prudent business practice, the College set a \$100 minimum amount for referrals to debt collection.

Additionally, revisions include information that is provided to students when sending a notice about outstanding debts. This includes the amount of the debt, nature of the debt, how to pay the debt, contact information in order to set up a payment plan, deadline for payment, and any consequences that may result from non-payment. A student's right to ask for details related to their debt and how to appeal the debt is also outlined.

Revisions were also made to consolidate information and to simplify the language. No comments were received during the comment period or at the public hearing.

Background/Supplemental Information

- [WAC 132H-122 Student Financial Debts](#)
- Policy 7200 Students' Financial Obligations
- Policy 7250 Non-payment of Tuition and Course-related Fees
- [SSHB 2513](#)

Recommendation (two motions)

That the Board of Trustees of Community College District VIII approves revisions to WAC 132H-122 and Policy 7200: Students' Financial Obligations.

That the Board of Trustees of Community College District VIII approves the repeal of Policy 7250: Non-Payment of Tuition and Course-Related Fees.

Prepared by:

Dennis Curran, Vice President of Administrative Services

dennis.curran@bellevuecollege.edu

Chapter 132H-122 WAC STUDENT FINANCIAL DEBTS

WAC 132H-122-010 Statement of policy.

(1) Bellevue College expects students who owe a debt for services, tuition and fees, housing, financial aid, fines, and other fees to pay the amount they owe, or set up a payment plan, and to contact the college for additional information, if needed.

(2) Students have the right to ask for details related to the debt, and to appeal a debt.

(3) The finance office is responsible for the implementation of this code.

WAC 132H-122-020 Student financial debt procedures.

(1) The college may take the following actions for nonpayment of outstanding student debt:

(a) Place a hold, also called a negative service indicator, on a student's account if they owe a debt for housing, financial aid, tuition, or other college fees. A negative service indicator prevents enrollment for future quarters.

(b) Drop students for nonpayment of any debt at any time.

(c) Refer past due debts that exceed \$100 to a collection agency. Prior to referral, students will receive notice via their Bellevue College email. The notice will include at a minimum the following information:

(i) The amount of the debt owed;

(ii) The nature of the debt;

(iii) Information on how to pay the debt;

(iv) Contact information for the finance office and/or staff member who can provide more information, and/or set up a payment plan;

(v) The deadline for payment of the debt; and

(vi) Any consequences that may result from nonpayment of the debt.

(2) Reporting requirements: The college follows the state reporting rules related to the use of negative service indicators, debt levels, and collection practices.

WAC 132H-122-030 Debt dispute and appeal.

Students who believe that exigent circumstances exist, or an error occurred that may require reduction or removal of a debt, may submit an online appeal form, available on the enrollment services website, for review of the debt.

Chapter 132H-122 WAC
~~((WITHHOLDING SERVICES FOR OUTSTANDING))~~STUDENT
FINANCIAL DEBTS

AMENDATORY SECTION(Amending WSR 92-19-054, filed 9/10/92, effective 10/11/92)

WAC 132H-122-010 Statement of policy.

~~((The college expects that students who receive services for which a financial obligation is incurred will exercise responsibility in meeting these obligations. Appropriate college staff are empowered to act in accordance with regularly adopted procedures to carry out the intent of this policy, and if necessary to initiate legal action to insure that collection matters are brought to a timely and satisfactory conclusion.~~

~~Admission to or registration with the college, conferring of degrees and issuance of academic transcripts may be withheld for failure to meet financial obligations to the college.))~~(1) Bellevue College expects students who owe a debt for services, tuition and fees, housing, financial aid, fines, and other fees to pay the amount they owe, or set up a payment plan, and to contact the college for additional information, if needed.

(2) Students have the right to ask for details related to the debt, and to appeal a debt.

(3) The finance office is responsible for the implementation of this code.

AMENDATORY SECTION(Amending WSR 02-14-008, filed 6/20/02, effective 7/21/02)

WAC 132H-122-020 ~~((Withholding services for outstanding debts.))~~Student financial debt procedures.

~~((1) Where there is an outstanding debt owed to the college and upon receipt of a written request inquiring as to the reason(s) for services or refund being withheld the college shall reply in writing to the person that the services and/or refund will not be provided. The college will include the amount of the outstanding debt, and further explain that until that debt is satisfied (or stayed by bankruptcy proceedings or discharged in bankruptcy), no such services and/or refund will be provided to the individual.~~

~~(a) The notice shall include a statement to inform the individual that he or she has a right to a hearing before a person designated by the president of the college if he or she believes that no debt is owed. The notice shall state that the request for the hearing must be made within twenty one days from the date of notification.~~

~~(2) Upon receipt of a timely request for a hearing, the person designated by the president shall have the records and files of the college available for review and, at~~

~~that time, shall hold a brief adjudicative proceeding concerning whether the individual owes or owed any outstanding debts to the institution. After the brief adjudicative proceeding, a decision shall be rendered by the president's designee indicating whether the college is correct in withholding services and/or applying off set for the outstanding debt.~~

~~(a) If the outstanding debt is found to be owed by the individual involved, no further services shall be provided.~~

~~(b) Notice of the decision shall be sent to the individual within five days after the hearing.))~~(1) The college may take the following actions for nonpayment of outstanding student debt:

(a) Place a hold, also called a negative service indicator, on a student's account if they owe a debt for housing, financial aid, tuition, or other college fees. A negative service indicator prevents enrollment for future quarters.

(b) Drop students for nonpayment of any debt at any time.

(c) Refer past due debts that exceed \$100 to a collection agency. Prior to referral, students will receive notice via their Bellevue College email. The notice will include at a minimum the following information:

(i) The amount of the debt owed;

(ii) The nature of the debt;

(iii) Information on how to pay the debt;

(iv) Contact information for the finance office and/or staff member who can provide more information, and/or set up a payment plan;

(v) The deadline for payment of the debt; and

(vi) Any consequences that may result from nonpayment of the debt.

(2) Reporting requirements: The college follows the state reporting rules related to the use of negative service indicators, debt levels, and collection practices.

AMENDATORY SECTION(Amending WSR 92-19-054, filed 9/10/92, effective 10/11/92)

WAC 132H-122-030 ~~((Appeal of initial order upholding the withholding of services for outstanding debts.))~~Debt dispute and appeal.

~~((1) Any person aggrieved by an order issued under WAC 132H-122-020 may file an appeal with the president. The appeal must be in writing and must clearly state errors in fact or matters in extenuation or mitigation which justify the appeal.~~

~~(2) The appeal must be filed within twenty one days from the date on which the appellant received notification of the order issued under WAC 132H-122-020 upholding the withholding of services for outstanding debts. The president's determination shall be final.))~~Students who believe that exigent circumstances exist, or an error occurred that may require reduction or removal of a debt, may submit an

online appeal form, available on the enrollment services website, for review of the debt.

7200 STUDENT FINANCIAL DEBTS

Original Date: 10/11/1992 * Last Revision Effective: 10/19/2015
Policy Contact: Vice President, Administrative Services

POLICY

Bellevue College Policy 7200 has been adopted as Chapter 132H-122 of the Washington Administrative Code.

WAC 132H-122-010 Statement of policy.

(1) Bellevue College expects students who owe a debt for services, tuition and fees, housing, financial aid, fines, and other fees to pay the amount they owe, or set up a payment plan, and to contact the college for additional information, if needed.

(2) Students have the right to ask for details related to the debt, and to appeal a debt.

(3) The finance office is responsible for the implementation of this code.

WAC 132H-122-020 Student financial debt procedures.

(1) The college may take the following actions for non-payment of outstanding student debt:

(a) Place a hold, also called a negative service indicator, on a student's account if they owe a debt for housing, financial aid, tuition, or other college fees. A negative service indicator prevents enrollment for future quarters.

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(iv) Contact information for the finance office and/or staff member who can provide more information, and/or set up a payment plan;

(v) The deadline for payment of the debt; and

(vi) Any consequences that may result from non-payment of the debt.

(2) Reporting requirements: The college follows the state reporting rules related to the use of negative service indicators, debt levels, and collection practices.

WAC 132H-122-030 Debt dispute and appeal.

Students who believe that exigent circumstances exist, or an error occurred that may require reduction or removal of a debt, may submit an online appeal form, available on the Enrollment Services website, for review of the debt.

RELEVANT LAWS AND OTHER RESOURCES

- [Second Substitute House Bill \(SSHB\) 2513](#)
- [SBCTC Guidance for SSHB 2513](#)
- WAC 132H-122
- RCW [19.16.500](#)

REVISION HISTORY

Original 10/11/1992

Revisions 3/22/2005; 5/21/2009; 6/9/2009; 10/19/2015

APPROVED BY

Board of Trustees

7200 STUDENTS' FINANCIAL OBLIGATIONS/DEBTS

Original Date: 10/11/1992 * Last Revision Effective: 10/19/2015
Policy Contact: Vice President, [Student Affairs Administrative Services](#)

POLICY

Bellevue College Policy 7200 has been adopted as Chapter 132H-122 of the Washington Administrative Code.

WAC 132H-122-010 Statement of policy. The college expects that students who receive services for which a financial obligation is incurred will exercise responsibility in meeting these obligations.

Appropriate college staff are empowered to act in accordance with regularly adopted procedures to carry out the intent of this policy, and if necessary to initiate legal action to insure that collection matters are brought to a timely and satisfactory conclusion.

Admission to or registration with the college, conferring of degrees and issuance of academic transcripts may be withheld for failure to meet financial obligations to the college.(1) Bellevue College expects students who owe a debt for services, tuition and fees, housing, financial aid, fines, and other fees to pay the amount they owe, or set up a payment plan, and to contact the college for additional information, if needed.

(2) Students have the right to ask for details related to the debt, and to appeal a debt.

(3) The finance office is responsible for the implementation of this code.

WAC 132H-122-020 Withholding services for outstanding

debtsStudent financial debt procedures. ~~(1) Where there is an outstanding debt owed to the college and upon receipt of a written request inquiring as to the reason(s) for services or refund being withheld the college shall reply in writing to the person that the services and/or refund will not be provided. The college will include the amount of the outstanding debt, and further explain that until that debt is satisfied (or stayed by bankruptcy proceedings or discharged in bankruptcy), no such services and/or refund will be provided to the individual.~~

~~(a) The notice shall include a statement to inform the individual that he or she has a right to a hearing before a person designated by the president of the college if he or she believes that no debt is owed. The notice shall state that the request for the hearing must be made within twenty-one days from the date of notification.~~

~~(2) Upon receipt of a timely request for a hearing, the person designated by the president shall have the records and files of the~~

~~college available for review and, at that time, shall hold a brief adjudicative proceeding concerning whether the individual owes or owed any outstanding debts to the institution. After the brief adjudicative proceeding, a decision shall be rendered by the president's designee indicating whether the college is correct in withholding services and/or applying off-set for the outstanding debt.~~

~~(a) If the outstanding debt is found to be owed by the individual involved, no further services shall be provided.~~

~~(b) Notice of the decision shall be sent to the individual within five days after the hearing.~~

~~(1) The college may take the following actions for non-payment of outstanding student debt:~~

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(vi) Any consequences that may result from non-payment of the debt.

(2) Reporting requirements: The college follows the state reporting rules related to the use of negative service indicators, debt levels, and collection practices.

~~**WAC 132H-122-030 Appeal of initial order upholding the withholding of services for outstanding debts.** Debt dispute and appeal. (1) Any person aggrieved by an order issued under WAC 132H-122-020 may file an appeal with the president. The appeal must be in writing and must clearly state errors in fact or matters in extenuation or mitigation which justify the appeal.~~

~~(2) The appeal must be filed within twenty-one days from the date on which the appellant received notification of the order issued under WAC 132H-122-020 upholding the withholding of services for outstanding debts. The president's determination shall be final. Students who believe that exigent circumstances exist, or an error occurred that may require reduction or removal of a debt, may~~

submit an online appeal form, available on the Enrollment Services website, for review of the debt.

The college expects that students who receive services for which a financial obligation is incurred will exercise responsibility in meeting these obligations. Appropriate college staff are empowered to act in accordance with regularly adopted procedures to carry out the intent of this policy, and if necessary to initiate legal action to ensure that collection matters are brought to a timely and satisfactory conclusion.

Admission to or registration with the college, conferring of degrees, and issuance of academic transcripts may be withheld for failure to meet financial obligations to the college. The college does not block access to official or unofficial transcripts or keep students from dropping classes if they owe a debt to the college.

RELEVANT LAWS AND OTHER RESOURCES

- [Second Substitute House Bill \(SSHB\) 2513](#)
- [SBCTC Guidance for SSHB 2513](#)
- ~~Board of Trustees Resolution 209~~
- WAC 132-H-122
- RCW [19.16.500](#)

REVISION HISTORY

Original 10/11/1992

Revisions 3/22/2005; 5/21/2009; 6/9/2009; 10/19/2015

APPROVED BY

Board of Trustees
[President's Cabinet](#)

7250 NON-PAYMENT OF TUITION AND COURSE-RELATED FEES

Original Date: 3/22/2005 Last Revision Effective: 10/19/2015
Policy Contact: Vice President, Student Affairs _____

~~POLICY~~

~~Returned checks or credit card charges and failure to pay tuition and course-related fees will result in the student being withdrawn from his/her classes. The college reserves the right to impose a minimum balance in which case the student will not be withdrawn from classes. Students will be notified of the withdrawal and a withdrawal fee will be charged. All outstanding fees, based on the current fee schedule, must be paid prior to the student being allowed to re-register.~~

~~Admission to or registration for classes with the college, conferring of degrees, and issuance of academic transcripts may be withheld for failure to meet financial obligations to the college.~~

~~This policy and the amount of the fees will be made available through college publications.~~

~~REVISION HISTORY~~

~~Original 3/22/2005
Revision 5/21/2009; 10/19/2015~~

~~APPROVED BY~~

~~President's Cabinet~~



REGULAR MEETING AGENDA ITEM

REVISION OF 2100: HAZING

INFORMATION

FIRST READ

ACTION

Description

On March 30, 2022, Governor Inslee signed HB 1751 into law, which is referred to as “Sam’s Law.” This bill requires the college to update the definition of hazing and extend the prohibition to include off-campus hazing. The proposed revisions to Policy 2100: Hazing are intended to bring Bellevue College into compliance with state law. President’s cabinet approved revisions to Procedure 2100P: Hazing on December 6, 2022.

Key Questions

- * Why are revisions to the policy necessary?
- * What changes and eliminations are proposed?

Analysis

This revision brings Bellevue College into compliance with state law. Changes include expansion of scope and detail to the definition of hazing, as well as the implementation of required procedures and programs for campus-wide trainings.

Comments received during the 45-day review period: None.

Background/Supplemental Information

- Policy 2100: Hazing (see next page)
- [Procedure 2100: Hazing Procedures](#)
- [SSHB 1751](#)

Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves revisions to Policy 2100: Hazing.

Prepared by:

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2100 HAZING

Original Date: 9/12/1995 * Last Revision Effective: 4/6/2015
Policy Contact: Associate Vice President, Student Affairs

POLICY

This policy applies to all students and student organizations of Bellevue College.

Hazing is prohibited within the Bellevue College community. Hazing is any conduct committed as part of a person's recruitment, initiation, pledging, admission into, or affiliation with a student organization, athletic team, or living group (collectively "student groups") or any pastime or amusement engaged in with respect to such a student group that causes, or is likely to cause, bodily danger or physical harm, or serious psychological or emotional harm, to any student or other person attending Bellevue College, including causing, directing, coercing, or forcing a person to consume any food, liquid, alcohol, drug, or other substance which subjects the person to risk of such harm, regardless of the person's willingness to participate. "Hazing" does not include customary athletic events or other similar contests or competitions. This prohibition applies to conduct that may occur both on and off campus. In compliance with 2SHB 1751 (2022), the College will implement procedures and programs, including offering students and employees hazing prevention training and programming, implementation of a mandatory reporting procedure, creation of a hazing prevention committee, and publication of a hazing report.

RELEVANT LAWS AND OTHER RESOURCES

- Board of Trustees Resolution 232
- RCW [9A.20.021](#), [28B.10](#)900-.903
- WAC [132H-121-020](#)
- Bellevue College Procedure #2100P Hazing

REVISION HISTORY

Original 9/12/1995
Revisions 3/22/2005; 5/21/2009; 4/6/2015

APPROVED BY

Board of Trustees

2100 HAZING

Original Date: 9/12/1995 * Last Revision Effective: 4/6/2015
Policy Contact: [Associate Vice President, Student Affairs](#)

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~~The Student Code of Bellevue College may be applicable to hazing violations.~~

~~Hazing violations are also misdemeanors punishable under state criminal law according to RCW 9A.20.021.~~

RELEVANT LAWS AND OTHER RESOURCES

- Board of Trustees Resolution 232
- RCW [9A.20.021](#), [28B.10](#)900-.903
- WAC [132H-121-020](#)
- Bellevue College Procedure #2100P Hazing

REVISION HISTORY

Original 9/12/1995
Revisions 3/22/2005; 5/21/2009; 4/6/2015

APPROVED BY

Board of Trustees
[President's Cabinet](#)