



**BELLEVUE  
COLLEGE**



# **Board of Trustees**

## **Community College District VIII**

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**REGULAR MEETING**  
**May 17, 2023**



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**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, May 17, 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.

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**MEETING CALL IN DETAILS**

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

Or dial in by telephone: +1 253 215 8782    Webinar ID: 898 8954 1183

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**MEETING AGENDA**

2:00 PM	<b>BUSINESS SESSION</b>	
	I. Call to Order	Merisa Heu-Weller
	II. Welcome and Introductions	
	III. Approval of Agenda and Minutes	
	A. Approval of Agenda for May 17, 2023	
	B. Approval of Minutes for April 12, 2023 and April 19, 2023	
2:05 PM	IV. Constituent Reports	
	A. Faculty	Sue Nightingale
	B. Foundation	Dana Gray
	C. Student	Rebecca Mbaka
	D. Classified	TBD
	E. College Assembly	Valencio Socia
2:30 PM	V. Public Comment	Merisa Heu-Weller
	Students, faculty, staff, and community members may provide remarks to the Board during this portion of the meeting. Public comments are limited to 2 minutes. Public comment can also be provided in writing to <a href="mailto:BoardofTrustees@bellevuecollege.edu">BoardofTrustees@bellevuecollege.edu</a> .	
2:40 PM	VI. Quarterly Enrollment Report	Zach Morgan

3:00 PM	VII.	First Read A. 23-24 College Budget B. Repeal of WAC 132H-121-020: General Conduct, Hazing Rules	Dennis Curran Megan Kaptik
3:45 PM	VIII.	Action A. 23-24 Board Meeting Dates B. Capital Projects and Local Funding Approval for 2023-2025 Biennium C. Resolution 303: W Building	Alicia Keating Polson Dennis Curran and Will Tribble Dennis Curran
4:05 PM	IX.	President's Report	Gary Locke
4:15 PM	X.	Diversity, Equity, and Inclusion Report	Michelle Strange
4:20 PM	XI.	Board Report	Merisa Heu-Weller
4:30 PM	XII.	Unscheduled Business	Merisa Heu-Weller
4:30 PM	EXECUTIVE SESSION The Board will convene in executive session under <a href="#">RCW 42.30.110(1)</a> for the following purpose: (g) To review the performance of a public employee; and (i) To discuss with legal counsel representing the agency litigation or potential litigation. No final action will be taken during this executive session.		
5:15 PM	Adjournment		

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



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**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, April 12, 2023. This meeting was conducted in a hybrid fashion with the physical location in B201 and the remote location on Zoom: [bellevuecollege.zoom.us/j/89124939792](https://bellevuecollege.zoom.us/j/89124939792). A telephone line, +1 253 215 8782, was also available. Merisa Heu-Weller, Chair, presided.

**MINUTES**

Chair Heu-Weller called the business session to order at 2:03 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. A quorum of the Board was present.

There were 42 guests in attendance.

II. **APPROVAL OF AGENDA AND MINUTES**

Trustee Leigh made a motion to approve the agenda (April 12, 2023) and minutes (March 15; March 24; and March 28, 2023) Trustee Desh seconded.

The motion passed unanimously.

III. **CONSTITUENT REPORTS**

A. College Assembly

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

- Assembly celebrates the recent completion and installation of the second rainbow pride crosswalk, near the southwest corner of campus. Thank you to the BC Foundation, Governor Locke, and BC Governance councils for continuing to make this governance proposal a reality.
- BC Governance accepted 28 nominations for next year's councils and College Assembly during the month of March. There are nearly 40 seats open for next year, so the nomination process was extended to a second round in April.
- Thank you to William Tribble and CPRC for the Capital Project 2023-2025 Biennium Future Planning presentations last month.

- Classified Council reviewed the college's land and labor acknowledgment, and seeks further input, as reading the statements aloud without taking action raised concerns. Faculty Council used the land and labor acknowledgement to discuss IPCC climate change report and the college commitment to sustainability ([policy 1280](#)).
- Resources & Planning Council discussed course scheduling and the need for increased alignment for students, instructors, and facility use under Guided Pathways. Faculty Council and Student Success Council continue their work on course scheduling, delivery modes, communication challenges and resources for students, as well as student advising practices for educational planning.
- Thank you to Hector Guzman who reported on the Puente program and Amanda Arboleda who reported on student clubs and organizations at Student Success Council in March.

## B. Faculty

The Faculty report was provided by Lindsay Haney, Instructor-Associate Professor.

- The delayed OETA payments were made. A big thanks to the staff, in particular, to Greg Schmidt. Faculty hope there will be continued effort and resources to get faculty paid more timely for promotions, governance, and stipend work.
- Comment on the change to the practice of allowing classified staff to moonlight courses as adjuncts. Faculty recognize that this has been a limited practice. It is in specialized areas such as athletics, Neurodiversity Navigators, and Umoja, Puente, and FYS sections. The low pay for adjuncts and the specialized nature of the curriculum make it difficult to find a qualified adjunct to teach. This policy change is not at the faculty's behest. Faculty recognize the labor and professionalism of our colleagues, who have been teaching these sections and contributing to these programs. Faculty are concerned about the impact this policy change will have on these programs and the students that they serve.
- After carefully reading the Office of Student Engagement consultant's report, faculty are pleased to see it as an opportunity to collectively put the past behind us. It's been heartbreaking to see these needless disagreements fester, and faculty are excited to inaugurate a renewed era of collaboration with the Office of Student Engagement, particularly with a strong representative ASG. The faculty representative to the S&A committee is ready to support students in their decision-making.
- BCAHE wants to ensure that the Board of Trustees understands that faculty have no opposition to granting early tenure in appropriate cases.
- The faculty asks the Board of Trustees to consider the link between student success and full-time to adjunct faculty ratios.

## C. Foundation

The Bellevue College Foundation (BCF) report was provided by Rebecca Chawgo, Vice President of Institutional Advancement.

- The college athletics and golf scramble took place on March 27. This fundraiser supports scholarships for our BC athletes, and it was a resounding success on every count. The goal was set for 104 golfers, and we ended up with 132. The revenue goal was \$30,000,

and we came in at the end of the day with just over \$47,000. The Foundation greatly appreciates the support of donors, the trustees, staff, and faculty that participated in the event. A special thank you to Governor Locke.

- It is a scholarly read week, with over 730 applicants. Each application is read three times. That is more than 2,200 scorings by 40 volunteers.
- Community Day is next week. The Foundation is very excited to announce the excellence award during the lunch hour. During Discovery Day on Saturday of next week, the Foundation will participate in the How Do You Fund College info session.
- A special note from the Foundation Board members expressing sincere appreciation for being included in the Presidential finalist interviews. It was great to get to see all the candidates and have some input.

#### D. Student

The Student report was provided by Rebecca Mujinga, President of Associated Student Government (ASG).

- ASG is currently working on elections. Applications are open. ASG has been tabling every day to talk with students and encourage them to apply. The school was working on the website. ASG couldn't work on online applications, using paper versions of applications until the website was done. The deadline is April 21, 2023. Campaigning will run from May to June.
- ASG is working on the S&A process, and the committee is ready. Training should start by next week.
- Lori Keller, Assoc. Director of Policies & Special Projects is helping ASG get ready with the Student Council. Students have been appointed today. The Student Council should be ready to start this spring.
- ASG worked on a short survey to discover specific issues to help make the student experience excellent here at Bellevue College. ASG would like to learn more about what students are experiencing and how ASG can help improve the student experience on campus.
- ASG is working with multicultural services (MCS) to organize a graduation ceremony, to happen in about two months.
- ASG is planning a gala to celebrate and thank student organizations for helping student success. The ASG gala will be held on June 8, 2023.
- ASG is collaborating with organizations, such as clubs, to organize activities on campus. ASG aims to organize something for Autism Awareness Month with the intent of learning more about related topics. ASG would like to work with some of the partners at Bellevue College that have already organized events related to autism.

#### E. Classified

The Classified report was provided by Jennifer Pritchard, Program Manager of the Math and Science Division.



- The classified staff pays respects to Lor Pao Vang, who passed away recently. He was a valued member of the Food Services team for more than 25 years and a warm presence on campus. He is missed.
- Bellevue College has a new website. Kudos to Eric Kong, Project Manager of ITS, and the rest of the team for overhauling 40 sub-sites, including 150 new pages and dedicated entries for every Bellevue College degree and certification program.
- Great job to the Running Start and the High School Program teams for exceeding their Spring Quarter FTE goals.
- The classified staff has concerns over the upcoming revisions for policy 4700 and procedure 4700P, related to employee development and training, that will soon come forward to the Board of Trustees to approve.
- Huge shout out to the Black Student Union, the Leadership Institute, and the Emojis Scholars' program for co-hosting an enriching educational opportunity for 14 students through a tour of 5 historically black colleges and universities in parts of Texas and Louisiana.
- Many classified employees viewed the released Office of Student Engagement consultant report during the final week of last quarter, seemingly confirming issues raised in the original OSE Issues report from nearly a year ago. Classified staff are still affected and look forward to seeing the action steps that follow.
- Classified staff are excited about the cafeteria opening this week, providing warm food options to the campus community.
- Thanks to Heather Rane and E-learning for her work with the statewide staff training for technical and community Colleges Group and the upcoming conference for staff in August.
- On Wednesday, April 5th Classified Staff affected received an email from Human Resources stating the purpose of this notice is to inform you of a change in Bellevue College's practice of allowing classified employees to perform faculty assignments. Some Classified Staff have taught for over 20 years and have award-winning specialty programs, specifically targeting marginalized student populations. Classified staff asks to have a conversation to talk through the impact and potential solutions.

#### IV. **PUBLIC COMMENT**

Sara Sander Gardner, staff at Bellevue College, provided public comment on classified and exempt moonlight.

Juan Esparza, staff at Bellevue College, provided public comment on classified and exempt moonlight.

Chad Pettay, staff at Bellevue College, provided public comment on the experience at BC.

Maria Mcpherson, staff at Bellevue College, provided public comment on classified and exempt moonlight.

Fernando Perez, faculty at Bellevue College, provided public comment on classified and exempt moonlight.

Amanda Chamba, faculty at Bellevue College, provided public comment on classified and exempt moonlight and the Office of Student Engagement.

Jordana Maciel Abdo, student at Bellevue College, provided public comment on the experience at BC.

Jim Sisko, faculty at Bellevue College, provided public comment on the experience at BC.

V. **FIRST READ**

A. 2023-2024 Board Meeting Dates

The Washington Administrative Code (WAC) requires that a list of Board meeting dates be filed with the Code Revisers Office each calendar year so that the appropriate notice of meeting dates can be given to the public. The following dates are being submitted for the Board's consideration as regular meeting dates for the 2023-2024 academic year.

**2023-2024 Academic Year**

<b>Meeting</b>	<b>Weekday</b>	<b>Date</b>	<b>Time</b>
Regular Meeting (Summer Retreat)	Thursday	August 17, 2023	TBD
Regular Meeting (Summer Retreat)	Friday	August 18, 2023	TBD
Regular Meeting	Wednesday	September 20, 2023	2 PM
Regular Meeting	Wednesday	October 25, 2023	2 PM
Regular Meeting	Wednesday	November 29, 2023	2 PM
Regular Meeting	Wednesday	December 13, 2023	2 PM
Regular Meeting (Winter Retreat)	Wednesday	January 17, 2024	TBD
Regular Meeting	Wednesday	February 14, 2024	2 PM
Regular Meeting	Wednesday	March 13, 2024	2 PM
Regular Meeting	Wednesday	April 17, 2024	2 PM
Regular Meeting	Wednesday	May 15, 2024	2 PM
Regular Meeting	Tuesday	June 11, 2024	2 PM

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B. Resolution 304: Waiver of High School Graduation Pathway Requirements

This proposed resolution would bring Bellevue College's policies for granting high school diplomas into alignment with the practices of school districts across the state.

During the COVID pandemic, Washington high schools faced high level of learning loss and credit deficiency that threatened the graduation of large numbers of students. The Washington State Board of Education responded with emergency rules that allowed students to apply to waive some high school graduation requirements so long as they demonstrated post-secondary readiness.



These rules were later formalized and extended, and they require certain safeguards and practices from school boards and colleges accessing the waiver program. The districts need to use the waiver as a last resort in individual cases, provide equitable access to the waiver, and document how students accessing the waiver demonstrate post-secondary readiness. The waiver program has been in place for the Classes of 2020, 2021, 2022, and 2023, and elements of it will remain for the Class of 2024. It will end after that time. Over 90% of the school districts in Washington are currently accessing the waiver program.

This resolution will allow Bellevue College to do the same, ensuring that our students do not face additional barriers as they transition from secondary to post-secondary education.

The Board will consider calling a special meeting to move forward on Resolution No. 304 based on the timeliness of the topic.

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#### C. Capital Projects and Local Funding for 2023-2025 Biennium

The proposed 2023-2025 locally funded capital projects list was presented to the Board of Trustees for consideration and approval at their May 17, 2023 meeting. The presentation includes estimated project costs and scoring of projects by the Capital Projects Recommendation Committee (CPRC). A list of state funded projects, which are already approved by the State Board, was also provided in the presentation.

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#### D. Resolution 303: W Building

An overview of the W building validation report was presented to the Board of Trustees for consideration and approval of one of three potential design options. Board approval is needed to proceed with the design and construction of this new facility. The presentation included details on the three design options, along with estimated project costs. The presentation also detailed changes in the proposed programming for the building which have occurred since the original Project Request Report (PRR).

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## VI. **ACTION ITEMS**

### A. Sabbatical Leave

#### Motion 17.23

Trustee Leigh moved that the Board of Trustees of Community College District VIII concurs with the recommendation of the Sabbatical Leave Committee and the Interim President and authorizes sabbatical leaves for Tonya Estes (3 FTEF), Jennifer Anderson (1 FTEF), William Payne (1 FTEF), Natalie Martinez (3 FTEF), Sonya Doucette (1 FTEF), and Ahmad Ghashmari (3 FTEF) to total 12 FTEF, and authorizes Sheere Zupan, Carol Anderson, and Tim Jones to be listed as alternates for sabbatical leave.

Trustee Desh seconded.

The motion passed unanimously.

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VII. **PRESIDENT SEARCH UPDATE**

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

- Special thanks to the Bellevue College Community for participating in the Presidential search process. Special thanks to Zach Morgan for the work well done on the Priorities Report, which informed the selection of Presidential candidates.
- Dr. David May enthusiastically accepted the offer and has signed the contract to become the next President of Bellevue College. Dr. May has agreed to attend the Board of Trustee conference in Walla Walla in May, where we will do work on transition planning.

VIII. **BOARD REPORT**

There was no Board report.

IX. **UNSCHEDULED BUSINESS**

There was no unscheduled business.

X. **EXECUTIVE SESSION**

At 4:14 PM, Chair Heu-Weller announced the Board would convene for 30 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To evaluate the qualifications of an applicant for public employment. Chair Heu-Weller announced that no final action would be taken during the executive session. In accordance with [RCW 28B.50.102 \(2\)](#), Trustee O'Meara did not participate in the executive session.

At 4:45 PM, Chair Heu-Weller extended executive session by 15 minutes.

The executive session ended at 5:00 PM.

XI. **ADJOURNMENT**

There being no further business, Chair Heu-Weller adjourned the Board of Trustees meeting at 5:01 PM.

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Merisa Heu-Weller, Chair  
Board of Trustees

ATTEST:

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



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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 Wednesday, April 19, 2023. This meeting was conducted in a hybrid fashion with the physical location in B201 and the remote location on Zoom: [bellevuecollege.zoom.us/j/88249206133](https://bellevuecollege.zoom.us/j/88249206133). A telephone line, +1 253 215 8782, was also available. Merisa Heu-Weller, Chair, presided.

**MINUTES**

Chair Heu-Weller called the business session to order at 5:31 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. A quorum of the Board was present.

There were 8 guests in attendance.

II. **APPROVAL OF AGENDA AND MINUTES**

Trustee Desh made a motion to approve the agenda (April 19, 2023.) Trustee Leigh seconded.

The motion passed unanimously.

III. **PUBLIC COMMENT**

There was no public comment.

IV. **ACTION**

A. Resolution 304: Waiver of High School Graduation Pathway Requirements

Motion 18.23

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII approve Resolution No. 304: Waiver of High School Graduation Pathway Requirements.

Trustee Dietzel seconded.

The motion passed unanimously.

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B. President's COLA Amendment

Motion 19.23

Trustee Dietzel moved that the Board of Trustees of Community College District VIII amend the Interim Presidential Contract of Gary Locke so he shall receive a 3.25% cost of living salary adjustment, with an effective date of July 1, 2022, that shall increase the annual president salary to \$290,606.42.

Trustee Leigh seconded.

Discussion:

Board members discussed that exempt staff received a 3.25% cost of living salary adjustment (COLA) on July 1, 2022; however, due to a Board oversight, the president did not receive this same COLA adjustment in his contract. The president's contract and payroll are processed differently than other administrative exempt employees and a COLA was never entered for the president. The Board determined the most effective way to correct their oversight was to amend the president's contract, which would provide a 3.25% COLA to the president retroactive to July 1, 2022.

The motion passed unanimously.

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V. **EXECUTIVE SESSION**

At 5:45 PM, Chair Heu-Weller announced the Board would convene for 20 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To review the performance of a public employee. Chair Heu-Weller announced that no final action would be taken during the executive session. In accordance with [RCW 28B.50.102 \(2\)](#), Trustee O'Meara did not participate in the executive session.

At 6:05 PM, Chair Heu-Weller extended the executive session by 10 minutes. At 6:15 PM, Chair Heu-Weller extended the executive session by 10 minutes.

The executive session ended at 6:25 PM.

VI. **ADJOURNMENT**

There being no further business, Chair Heu-Weller adjourned the Board of Trustees meeting at 6:28 PM.

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Merisa Heu-Weller, Chair  
Board of Trustees

ATTEST:

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



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## REGULAR MEETING AGENDA ITEM

### QUARTERLY ENROLLMENT REPORT

INFORMATION

FIRST READ

ACTION

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#### Description

A summary of credit enrollment figures for Winter 2023 and the interim status of Spring 2023 enrollment.

#### Key Questions

- \* How well is the college meeting projected enrollments?
- \* What does the college project future years' enrollments to be?

#### Analysis

Overall, Bellevue College's credit enrollment for Winter 2023 exceeded revised projections by 3% and increased over Winter 2022 by 1.5%.

Presently, for Spring 2023, the college is exceeding revised projections by 3% and have a 5% increase over Spring 2022.

Strengthened enrollment in Winter and Spring has mitigated unplanned losses from Summer and Fall of this year; the college's expected total credit FTE for this year is near exact to what was projected when setting this year's budget last Spring, though with a different distribution.

2023-2024 projections, from which enrollment revenue is calculated for the budget, have us expecting a 1.4% increase over this year's enrollments. The recovery is expected to continue into the 2024-2025 academic year, after which we expect a small decline as the lowered enrollments in the K-12 districts of our service area reach start impacting our Running Start enrollments.

#### Background/Supplemental Information

*Slide Deck: BoT Spring 2023 Enrollment*

Prepared by: Zachary Morgan, PhD | Executive Director, Effectiveness & Research  
[zach.morgan@bellevuecollege.edu](mailto:zach.morgan@bellevuecollege.edu)





**BELLEVUE**  
COLLEGE

# Spring 2023 Quarterly Enrollment Report

May 17, 2023

Zachary Morgan | Christina Castorena | Rebecca Chawgo | Robert Viens

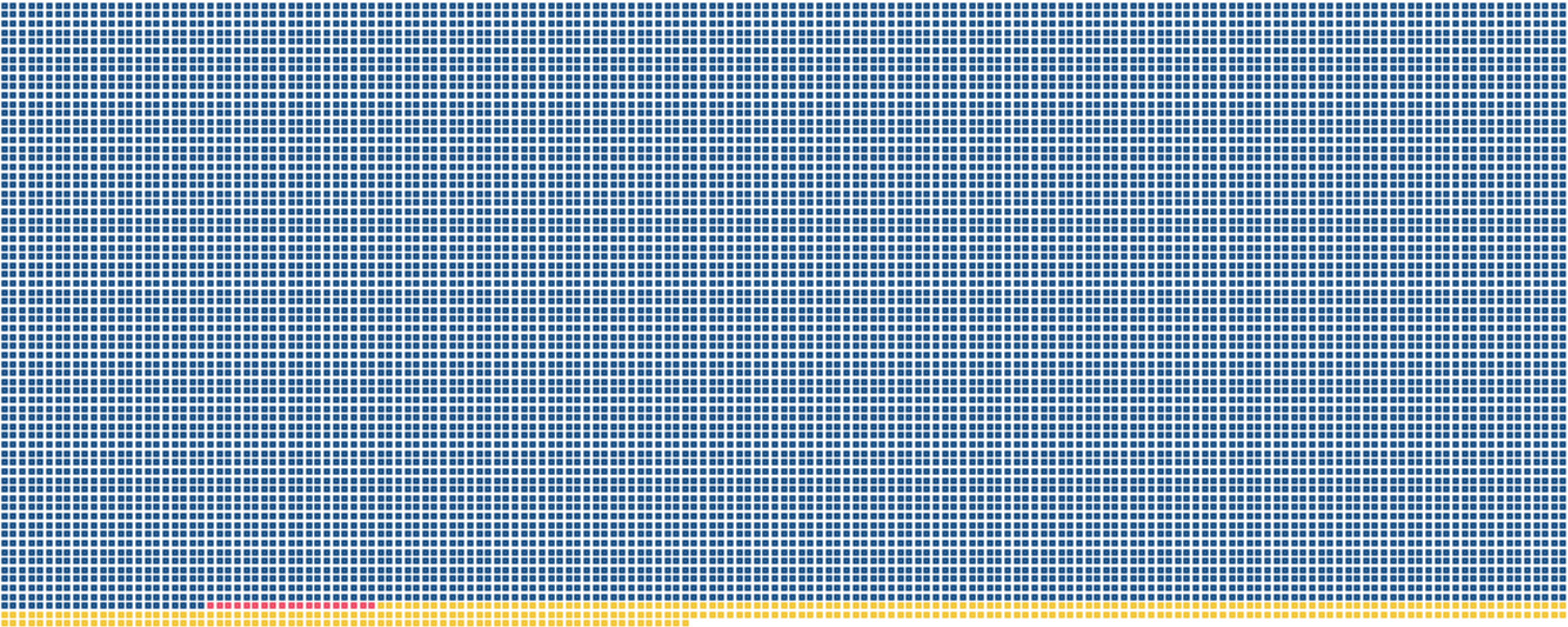
# Winter 2023 Final Enrollment



# Winter 2023 | Students Served

Undergraduate (Credit)	11,748
Both Credit and Non-Credit	19
Continuing Education (Non-Credit)	385

## 12,152 Students Served



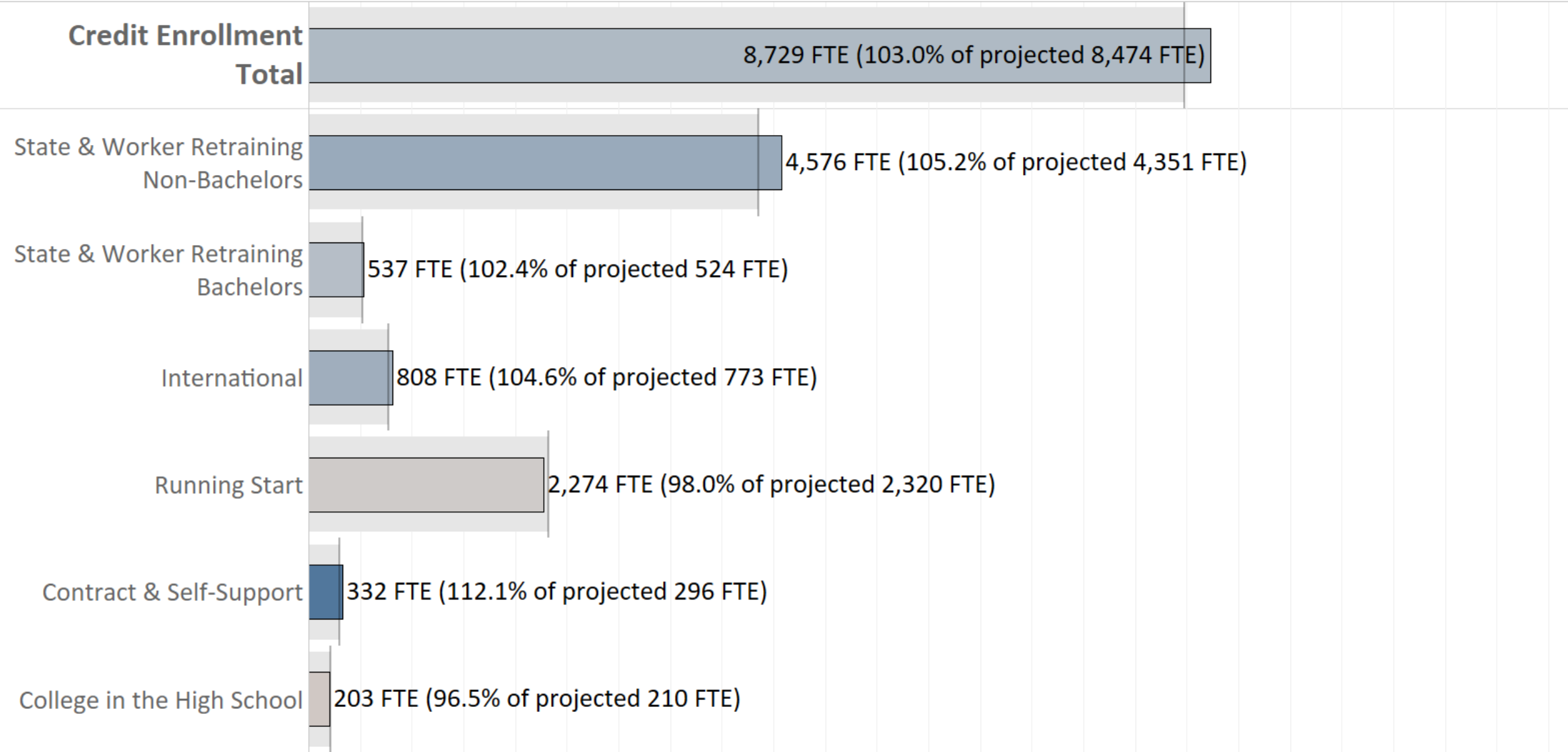
# Race/Ethnicity of Credit Students | Winter Quarters

King County  
Census  
2020

	WINTER 2017	WINTER 2018	WINTER 2019	WINTER 2020	WINTER 2021	WINTER 2022	WINTER 2023	
<b>American Indian or Alaska Native</b>	0.8%	0.8%	0.8%	1.0%	0.7%	0.3%	0.2%	0.5%
<b>Asian</b>	27.3%	27.5%	28.1%	27.8%	25.8%	26.4%	27.4%	19.8%
<b>Black or African American</b>	4.2%	3.9%	3.8%	4.0%	3.9%	3.7%	4.5%	6.5%
<b>Hispanic/ Latinx</b>	10.0%	10.3%	10.2%	10.4%	10.8%	10.7%	11.0%	10.7%
<b>Native Hawaiian or other Pacific Islander</b>	0.4%	0.3%	0.4%	0.4%	0.3%	0.2%	0.2%	0.9%
<b>White</b>	42.4%	41.7%	40.5%	39.6%	39.8%	37.8%	36.2%	54.2%
<b>Two or more races</b>	4.9%	5.1%	5.5%	5.8%	7.2%	9.2%	12.2%	6.8%
<b>Undisclosed</b>	10.1%	10.4%	10.6%	10.9%	11.5%	11.7%	8.3%	0.6%

# Winter 2023 | Enrollment Relative to Projections

Data as of 5/10/2023 8:56:01 AM



# Winter State-Reported FTE | BC and Rest of SBCTC

Pending SBCTC Data

# **Spring 2023 Interim Enrollment Summary**

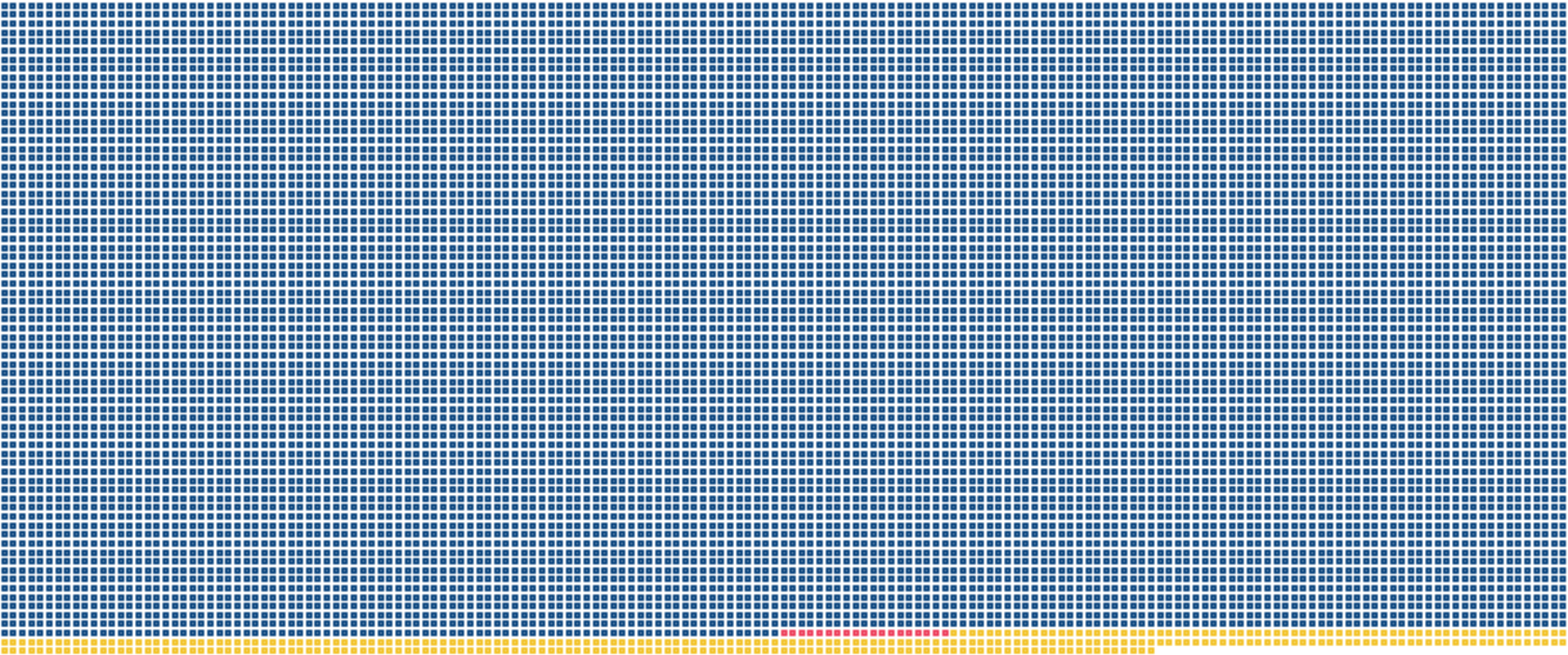
**Data as of 5/10/2023**



# Spring 2023 | Students Served

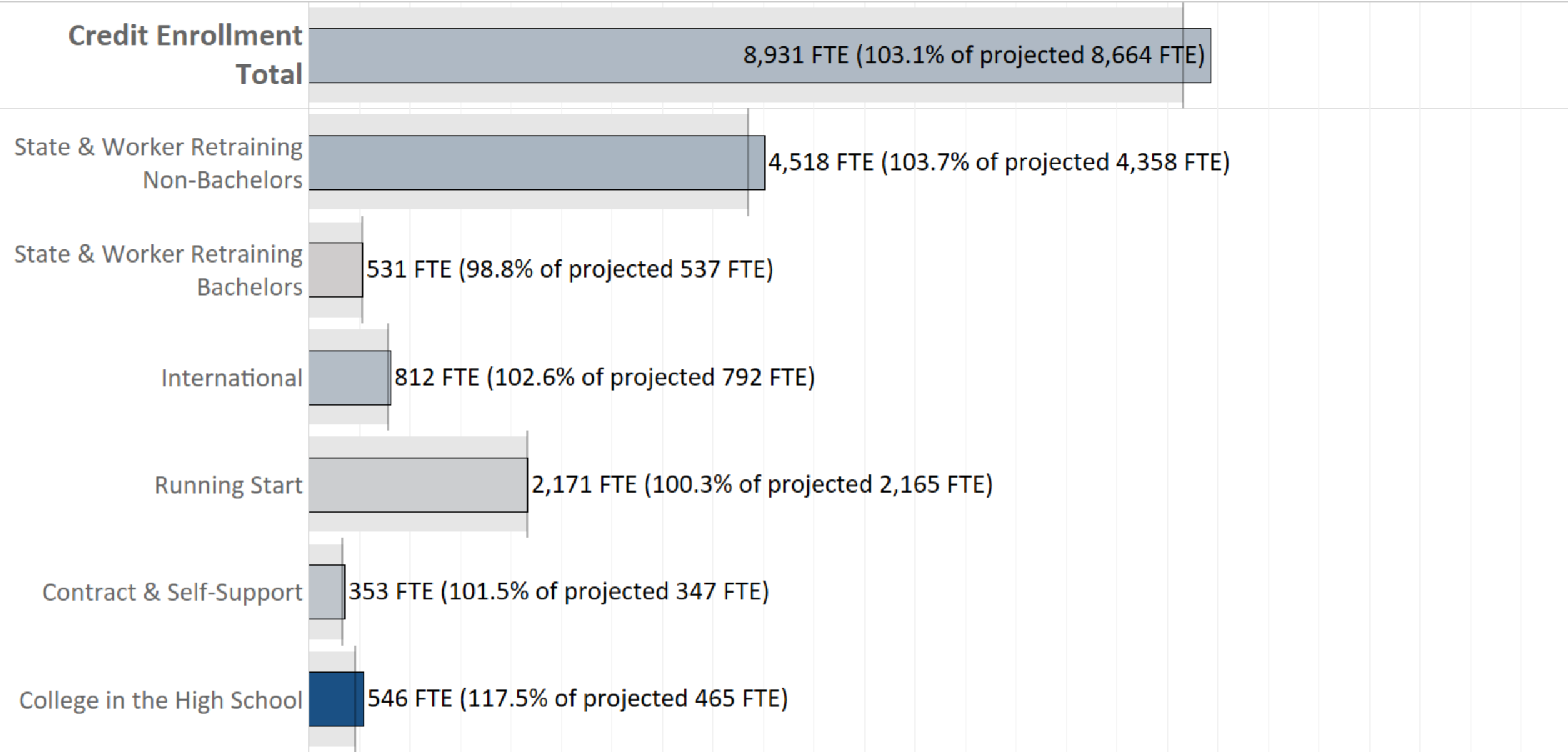
Undergraduate (Credit)	12,337
Both Credit and Non-Credit	19
Continuing Education (Non-Credit)	373

## 12,729 Students Served



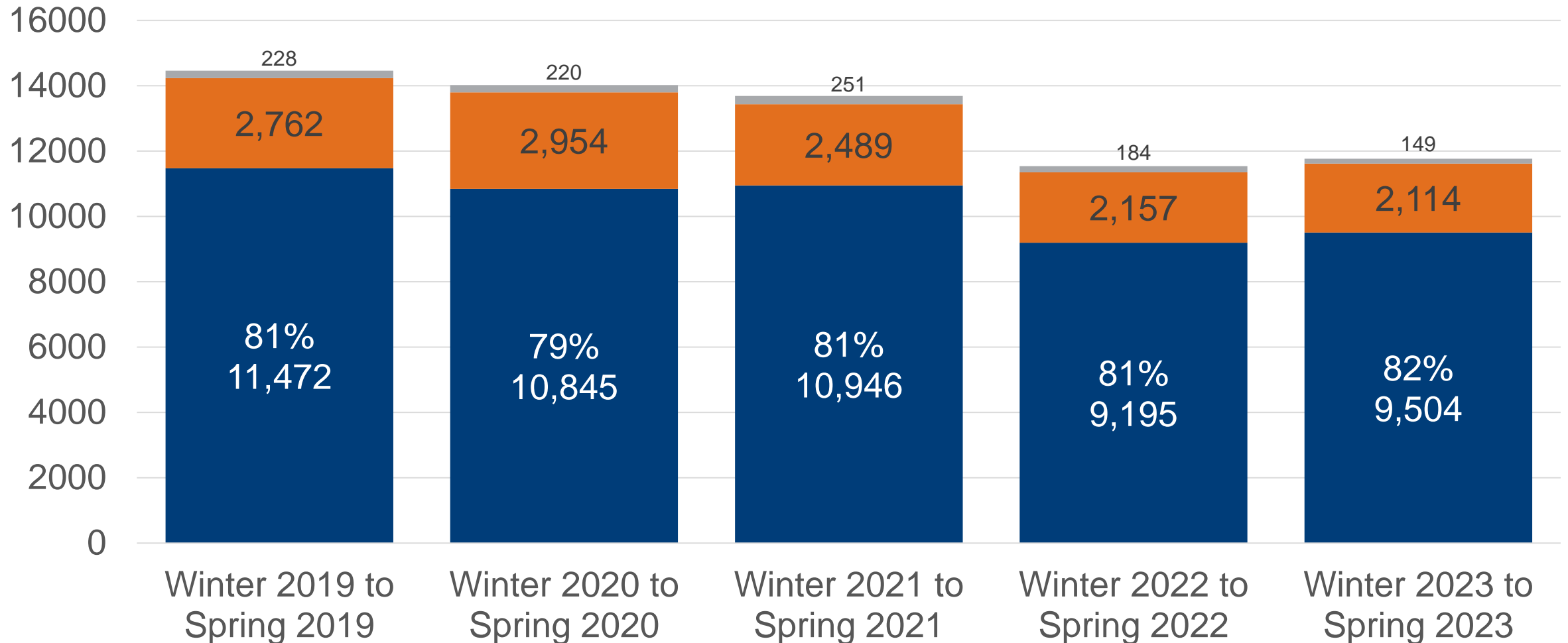
# Spring 2023 | Enrollment Relative to Projections

Data as of 5/10/2023 8:56:01 AM



# Retention Effectiveness: Winter to Spring Retention Rate, Excluding Graduates

■ Retained to Spring ■ Did Not Retain ■ Graduated



# Projections Update

## Enrollment Projections Team

**Christina Castorena, *Student Affairs***

**Rebecca Chawgo, *Institutional Advancement***

**Dennis Curran, *Administrative Services***

**Eric Davis, *Science Division, Academic Affairs***

**Steve Downing, *Enrollment Management***

**Kazumi Hada, *International Education & Global Initiatives***

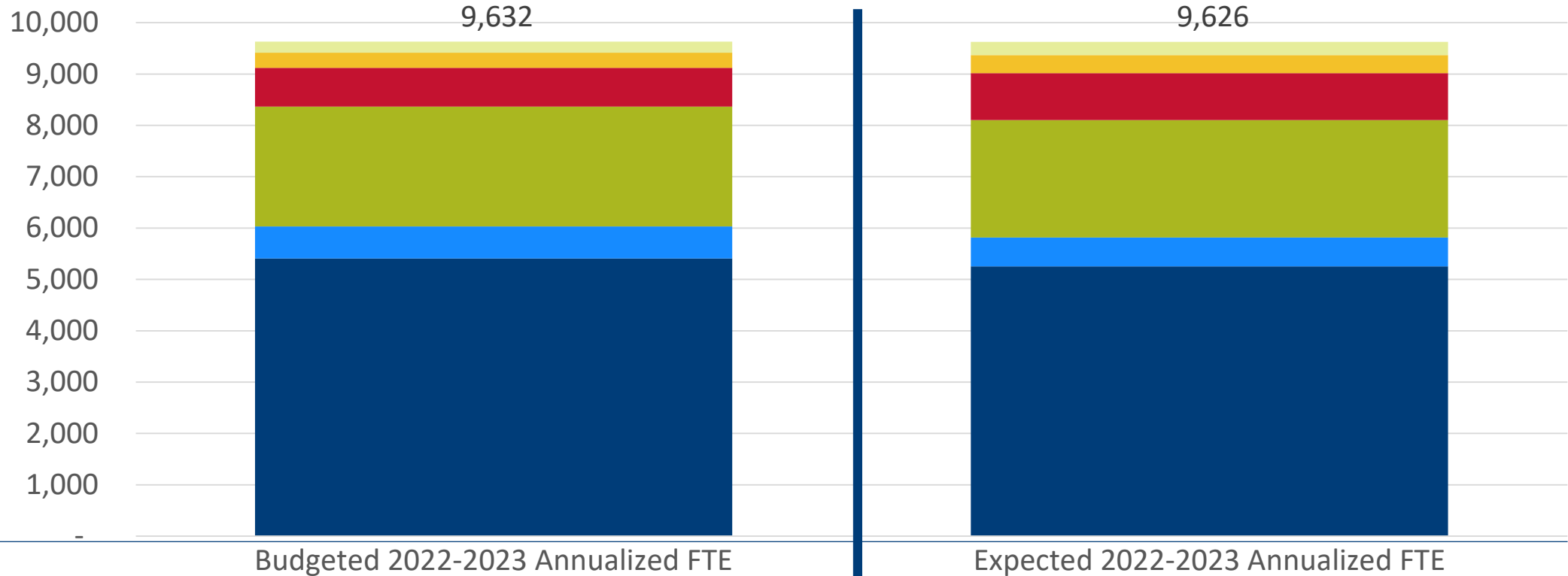
**Sharon Kussy, *Budget***

**Greg Schmidt, *Effectiveness, Research & Analytics***

**Anna Sherwood, *Marketing & Communications***



# History of 2022-2023 Annualized Enrollment Projections



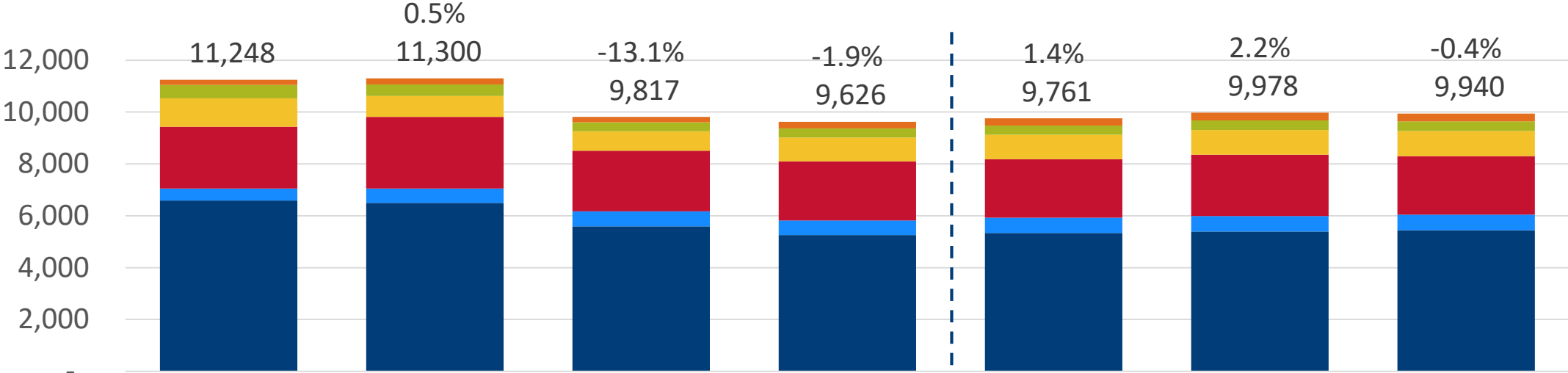
	Budgeted 2022-2023 Annualized FTE	Expected 2022-2023 Annualized FTE
Total	9,632	9,626
College in HS	216	257
Contract & Self-Support	294	350
International	755	914
Running Start	2,334	2,290
State & WR Bachelors	625	559
State & WR Non-Bachelors	5,408	5,256

Annualized FTE is the sum of Quarterly FTE divided by 3

# 2022-2023 Budget FTE Projections and Actuals

Group	Summer 2022		Fall 2022		Winter 2023		Spring 2023	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
Total	<b>2,636</b>	<b>2,419</b>	<b>9,056</b>	<b>8,816</b>	<b>8,673</b>	<b>8,729</b>	<b>8,528</b>	<b>8,931</b>
State & Worker Retraining Non-Bachelors	2,212	1,852	5,109	4,820	4,595	4,576	4,308	4,518
State & Worker Retraining Bachelors	126	89	615	522	603	537	530	531
International	270	341	635	789	664	808	695	812
Running Start	0	123	2,384	2,304	2,384	2,274	2,234	2,171
Contract & Self-Support	28	14	290	339	249	332	315	353
College in the High School	0	0	23	43	178	203	446	546

# Annualized FTE Projections through 2024-2025



	2019-2020 (Actual)	2020-2021 (Actual)	2021-2022 (Actual)	2022-2023 (Expected)	2023-2024 (Projected)	2024-2025 (Projected)	2025-2026 (Projected)
Total	11,248	11,300	9,817	9,626	9,761	9,978	9,940
College in HS	207	239	210	257	280	300	300
Contract & Self-Support	508	445	343	350	358	368	368
International	1,096	807	753	914	937	955	974
Running Start	2,386	2,760	2,337	2,290	2,257	2,368	2,250
State & WR Bachelors	464	554	587	559	588	594	602
State & WR Non-Bachelors	6,587	6,495	5,587	5,256	5,341	5,393	5,446



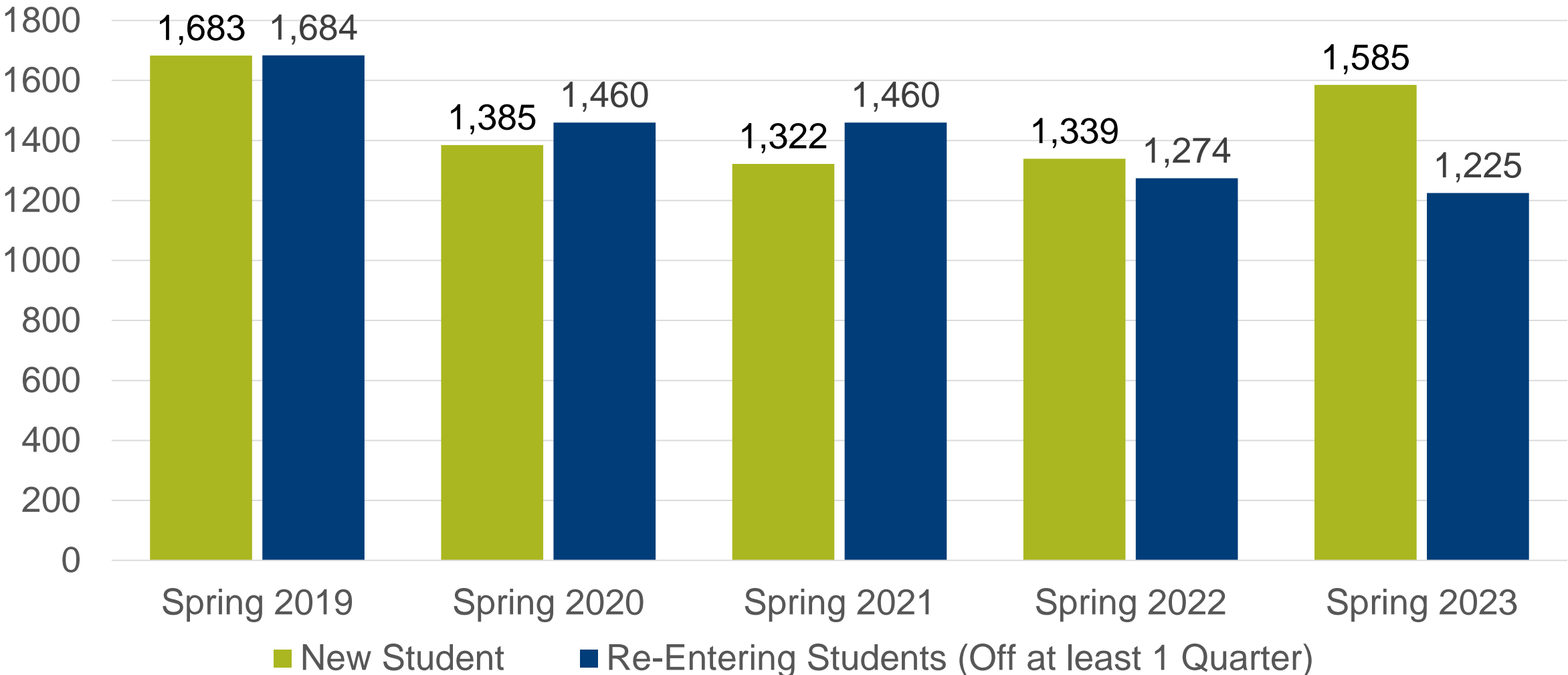
Annualized FTE is the sum of Quarterly FTE divided by 3





BELLEVUE  
COLLEGE

# Recruitment Effectiveness: New Students and Re-Entering Students





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## REGULAR MEETING AGENDA ITEM

### 23-24 COLLEGE BUDGET

INFORMATION

FIRST READ

ACTION

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#### Description

The Bellevue College Operating Budget for fiscal year 2023-24 is presented to the Board of Trustees for consideration of approval at their June 20th, 2023 meeting. To assist the Board in considering the proposed budget, a comparison of the initial 2022-23 and the 2023-24 budget is provided.

#### Key Questions

- \* What is the College's 2023-24 budgetary plan for all funds, excluding Capital?

#### Analysis

The fiscal year 2023-24 budget highlights:

### 2023-24 Revenue

#### Tuition Rate Increase

- +3.0% State Tuition
- +2.2 % Running Start
- +\$1.1M Net Operating Margin FY2022 (carry over)

#### Enrollment Changes

- +1.6 % State Enrollment (Non-BAS)
- +5.2 % Enrollment (BAS)
- +2.5 % International Enrollment (including ELI)
- -1.4 % Running Start
- +.45 % Overall Enrollment Changes

### 2023-24 Expenses

#### Wages and Benefits

- +\$4.5M COLA (8.9% FTF; 9.5% PTF; 4% Exempt/Classified)
- +\$2.1M Increase Part time Faculty budget to account for enrollment



- +\$800K CTC-link Conversion Funding

Future Allocation Decisions

- \$9.7M Capital Expenditures
- \$350K One time Spending (Marketing and Web Design)

**Proposed Revenue Plan by Fund**  
Includes comparison to initial 2022-23 college budget

	2022-23		Increase (Decrease)	2023-24	
	INITIAL BUDGET			INITIAL BUDGET	
<b>OPERATING FUND:</b>					
STATE ALLOCATION	52,530,086		\$8,501,305		\$61,031,391
LOCAL OPERATING	21,433,994		\$930,989		\$22,364,983
DEDICATED LOCAL FUND	9,259,287		\$548,133		\$9,807,420
GRANTS & CONTRACTS	36,873,045		\$836,642		\$37,709,687
<b>TOTAL OPERATING FUNDS:</b>	<b>\$120,096,412</b>		<b>\$10,817,069</b>		<b>\$130,913,481</b>
<b>PROPRIETARY FUNDS:</b>					
COMPUTER SERVICE FUND	10,001		\$0		\$10,001
PRINTING FUND	539,071		\$15,145		\$554,216
ASSOCIATED STUDENTS (non S&A)	334,750		\$11,787		\$346,537
BOOKSTORE	2,450,000		(2,450,000)		\$0
PARKING	2,838,967		(1,041,150)		\$1,797,817
FOOD SERVICES	2,060,240		75,715		\$2,135,955
OTHER AUXILIARY ENTERPRISES	5,020,316		344,487		\$5,364,803
HOUSING	4,393,433		663,401		5,056,834
<b>TOTAL PROPRIETARY FUNDS:</b>	<b>\$17,646,778</b>		<b>(2,380,615)</b>		<b>\$15,266,163</b>
<b>FINANCIAL AID FUNDS:</b>					
GRANTS IN AID	11,322,631		\$0		11,322,631
STUDENT LOAN	7,500,000		\$0		7,500,000
STATE WORK STUDY	285,017		\$0		285,017
FINANCIAL AID FUND	950,000		\$0		950,000
<b>TOTAL FINANCIAL AID FUNDS:</b>	<b>\$20,057,648</b>		<b>\$0</b>		<b>\$20,057,648</b>
<b>TOTAL ANNUAL REVENUE:</b>	<b>\$157,800,838</b>		<b>\$8,436,454</b>		<b>\$166,237,292</b>
<b>2023-24 COLLEGE RESERVE REPORT</b>					
					Reserve
<b>RESERVE FUND BALANCES</b>					
Contingency Fund					\$3,813,000
Operating Reserve 25%					\$32,728,370
Proprietary Reserve 25% (\$1.7 M underfunded)					\$2,019,898
Debt Reserve					\$10,689,394
Student Housing Reserve					\$0
<b>TOTAL RESERVED</b>					<b>\$49,250,662</b>

<b>Annual Budget</b>	
Operating Funds	\$ 130,913,481
Proprietary Funds	\$ 15,266,163
Financial Aid Funds	<u>\$ 20,057,648</u>
<b>Total 2023-24 Annual Budget</b>	<u>\$ 166,237,292</u>
<b>Reserve Funds</b>	
Contingency Fund	\$ 3,813,000
Operating Reserve	\$32,728,370
Proprietary Reserve	<u>\$ 2,019,898</u>
<b>Total 2023-24 Reserve Funds</b>	<u>\$ 38,561,268</u>

### Recommended Motion

That the Board of Trustees of Community College District VIII approve the college budget plan, as proposed, for the fiscal period 2023-202. This approval of the budget includes the Board of Trustees authorizing:

- the College President to proceed with the **execution of the planned program**;
- the College President to **transfer funds** within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.2601, to **provide working capital, and to support approved projects** and activities;
- the **tuition and fee schedule** as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as listed in the College catalog;
- the College President to **accept allocation amendments** from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, at least quarterly, to the Board of Trustees;
- the **addition of staff and faculty positions** if necessary, to carry out the College's programs; and
- the College President to determine **the fee schedule for contract courses** and programs.

## BC 2023 FYE Projection and 2024 Budget

		NEW YEAR			
		Projected FY22-23	Budget FY 23-24	Change From projection	% Change
<b>Revenue</b>	<b>Total Tuition Reve</b>	<b>49,776,261</b>	<b>51,552,063</b>	<b>1,775,802</b>	<b>3.6%</b>
1 State Tuition		17,763,876	18,584,492	820,616	4.6%
2 Excess Enrollment				-	
3 Bachelor Programs		3,473,715	3,780,491	306,776	8.8%
4 Running Start		18,611,352	18,757,663	146,311	0.8%
5 International (with ELI)		9,927,318	10,429,417	502,099	5.1%
6 Other Student Fees & Grant Revenue		11,364,982	12,627,810	1,262,828	11.1%
7 State Operating Appropriation		51,851,115	56,662,673	4,811,558	9.3%
Additional State Appropriation		3,778,418	3,778,418	-	0.0%
8 Capital Approp- for Operating		590,300	590,300	-	0.0%
9 Reimbursements other agencies to carryover		7,717,659	5,702,217	(2,015,442)	-26.1%
<b>Total Operating Revenue Sources</b>		<b>125,078,735</b>	<b>130,913,481</b>	<b>5,834,746</b>	<b>4.7%</b>
<b>Expenses</b>	<b>Total Wages &amp; Benefi</b>	<b>96,206,240</b>	<b>103,298,341</b>		
Full-Time Faculty Salaries		20,114,812	22,491,043	2,376,231	11.8%
Adjunct Faculty Salaries		15,499,502	16,678,375	1,178,873	7.6%
Cost of Stipends		3,215,914	2,779,803	(436,111)	-13.6%
Exempt Salaries		17,468,003	19,165,939	1,697,936	9.7%
Classified Salaries		17,313,241	18,433,321	1,120,080	6.5%
Unfilled Positions Budget		(2,981,253)	(3,199,600)	(218,347)	7.3%
Other Salaries		2,010,278	2,613,908	603,630	30.0%
Benefits		24,498,029	25,267,839	769,810	3.1%
Salary/Benefit Transfers		(932,287)	(932,287)	-	0.0%
Goods & Services/ Personal Svcs		16,421,008	19,638,029	3,217,021	19.6%
Student Services		3,443,226	3,354,697	(88,529)	-2.6%
Equipment, Furniture		1,168,617	95,094	(1,073,523)	-91.9%
Travel		479,004	464,580	(14,424)	-3.0%
Non Salary Transfers		(129,088)	(162,468)	(33,380)	25.9%
Old Building Renovation Fund		4,769,885	4,427,026	(342,859)	-7.2%
Other Adjustments		550,000	(1,310,318)	(1,860,318)	-338.2%
Student Success COP and other		1,108,125	1,108,500	375	0.0%
<b>Total Expenses</b>		<b>124,017,017</b>	<b>130,913,481</b>	<b>6,896,464</b>	<b>5.6%</b>
<b>Operating Margin (No Depreciation)</b>		<b>1,061,718</b>	<b>0</b>		

## BC 2023 FYE Projection and 2024 Budget

		NEW YEAR					
		Actual	Actual	Budget	Projected	Budget	Estimated
		FY20-21	FY21-22	FY22-23	FY22-23	FY 23-24	FY24-25
<b>Revenue</b>	<b>Total Tuition Reve</b>	<b>53,088,568</b>	<b>47,969,817</b>	<b>49,404,794</b>	<b>49,776,261</b>	<b>51,552,063</b>	<b>54,080,562</b>
1	State Tuition	20,198,860	18,958,162	17,538,644	17,763,876	18,584,492	19,219,400
2	Excess Enrollment						
3	Bachelor Programs	3,287,024	3,622,726	3,895,350	3,473,715	3,780,491	3,890,874
4	Running Start	21,387,080	17,626,837	19,737,778	18,611,352	18,757,663	20,073,775
5	International(With ELI)	8,215,604	7,762,092	8,233,022	9,927,318	10,429,417	10,896,513
6	Other Student Fees & Grant Revenue	16,186,691	12,885,949	14,040,805	11,364,982	12,627,810	12,524,421
7	State Operating Appropriation	44,464,010	46,730,672	48,161,368	51,851,115	56,662,673	58,929,525
	Additional State Appropriation	3,112,657	3,493,474	3,778,418	3,778,418	3,778,418	3,778,418
8	Capital Approp- for Operating	590,300	590,300	590,300	590,300	590,300	590,300
9	Reimbursements other agencies to carryover	1,530,842	1,683,400	4,120,727	7,717,659	5,702,217	3,778,756
<b>Total Operating Revenue Sources</b>		<b>118,973,068</b>	<b>113,343,612</b>	<b>120,096,412</b>	<b>125,078,735</b>	<b>130,913,481</b>	<b>133,681,983</b>
<b>Expenses</b>	<b>Total Wages &amp; Benefi</b>	<b>90,369,347</b>	<b>89,854,150</b>	<b>93,702,223</b>	<b>96,206,240</b>	<b>103,298,341</b>	<b>107,225,729</b>
	Full-Time Faculty Salaries	17,397,038	18,024,214	20,499,067	20,114,812	22,491,043	23,593,104
	Adjunct Faculty Salaries	16,906,038	15,692,188	13,273,500	15,499,502	16,678,375	17,545,615
	Cost of Stipends	3,729,290	3,077,868	2,779,007	3,215,914	2,779,803	2,982,832
	Exempt Salaries	14,052,725	15,129,957	17,844,113	17,468,003	19,165,939	19,772,621
	Classified Salaries	13,678,385	15,181,477	17,399,264	17,313,241	18,433,321	19,062,321
	Unfilled Positions Budget			(2,962,793)	(2,981,253)	(3,199,600)	(3,295,588)
	Other Salaries	2,359,069	2,264,224	2,622,200	2,010,278	2,613,908	2,731,300
	Benefits	23,235,579	21,416,509	23,234,550	24,498,029	25,267,839	25,765,811
	Salary/Benefit Transfers	(988,777)	(932,287)	(986,685)	(932,287)	(932,287)	(932,287)
	Goods & Services/ Personal Svcs	11,977,696	14,990,078	19,865,758	16,421,008	19,638,029	19,797,507
	Student Services	1,957,233	1,645,817	1,926,144	3,443,226	3,354,697	3,305,933
	Equipment, Furniture	2,544,826	722,677	95,094	1,168,617	95,094	95,094
	Travel	33,689	219,607	479,004	479,004	464,580	524,993
	Non Salary Transfers	(237,735)	(421,790)	(263,958)	(129,088)	(162,468)	(162,468)
	Old Building Renovation Fund	5,387,659	5,405,827	4,610,994	4,769,895	4,427,026	5,232,861
	Other Adjustments			(1,637,905)	550,000	(1,310,318)	(1,073,396)
	Student Success CDP and other	1,108,125	1,106,000	1,108,500	1,108,125	1,108,500	1,108,125
<b>Total Expenses</b>		<b>113,140,840</b>	<b>113,522,366</b>	<b>119,885,854</b>	<b>124,017,017</b>	<b>130,913,481</b>	<b>136,054,378</b>
<b>Operating Margin (No Depreciation)</b>		<b>5,832,229</b>	<b>(178,754)</b>	<b>210,558</b>	<b>1,061,718</b>	<b>0</b>	<b>(2,372,395)</b>

Prepared by:

Dennis Curran, Vice President of Administrative Services

dennis.curran@bellevuecollege.edu





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## REGULAR MEETING AGENDA ITEM

### REPEAL OF WAC 132H-121-020: GENERAL CONDUCT, HAZING RULES

INFORMATION

FIRST READ

ACTION

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#### Description

[Chapter 132H-121 WAC: General Conduct](#) has five sections:

- 132H-121-010 Smoking
- 132H-121-020 Hazing rules
- 132H-121-030 Definitions
- 132H-121-040 Weapons
- 132H-121-050 Fireworks

WAC 132H-121-020: General Conduct, Hazing Rules, is proposed for repeal. This change is proposed as updates regarding hazing have been made to WAC 132H-126 Student Conduct Code of Bellevue College to be in compliance with Sam's Law (HB 1751). The Hazing Rules in WAC 132H-121-020 are redundant; therefore, Bellevue College proposes a repeal.

#### Key Questions

- \* Why is this WAC being repealed?

#### Analysis

This section of the General Conduct WAC is not associated with any policy except 2100 Hazing, which was revised in 2023 to comply with Sam's Law (HB 1751). Section 020, Hazing Rules, was determined to be duplicative. A public hearing was held on April 27, 2023 and no comments were received.

#### Background/Supplemental Information

No supplemental information.

#### Recommendation/Outcomes

That the Board of Trustees of Community College District VIII approves the repeal of WAC 132H-121-020: General Conduct, Hazing Rules at their meeting on June 20, 2023.

Prepared by: Dennis Curran, Vice President, Administrative Services  
[Dennis.curran@bellevuecollege.edu](mailto:Dennis.curran@bellevuecollege.edu)

~~WAC 132H-121-020 Hazing rules.~~ Community College District VIII board of trustees has authorized the college to adopt rules to regulate hazing activities within college sponsored organizations, associations, or living groups.

~~(1) Hazing is prohibited. Hazing means any method of initiation into a student organization, association, or living group, or any pastime or amusement engaged in with respect to such an organization or living group that causes, or is likely to cause bodily danger or physical harm, or serious mental or emotional harm, to any student or other person attending any institution of higher education or post-secondary institution.~~

~~PENALTIES~~

~~(1) Any organization, association, or living group that knowingly permits hazing shall:~~

~~(a) Be liable for harm caused to persons or property resulting from hazing, and~~

~~(b) Be denied recognition by Bellevue College as an official organization, association or student living group on the Bellevue College campus. If the organization, association or student living group is a corporation, whether for profit or nonprofit, the individual directors of the corporation may be held individually liable for damages.~~

~~(2) A person who participates in the hazing of another shall forfeit any entitlement to state-funded grants, scholarships or awards for not less than one academic quarter and up to and including permanent forfeiture, based upon the seriousness of the violation(s).~~

~~(3) The student code of Community College District VIII may be applicable to hazing violations, WAC 132H-126-100(12), 132H-126-010 through 132H-126-340.~~

~~(4) Hazing violations are also misdemeanors punishable under state criminal law according to RCW 28B.10.901.~~

~~SANCTIONS FOR IMPERMISSIBLE CONDUCT NOT AMOUNTING TO HAZING~~

~~(1) Impermissible conduct associated with initiation into a student organization or living group or any pastime or amusement engaged in, with respect to the organization or living group, will not be tolerated.~~

~~(2) Impermissible conduct which does not amount to hazing may include conduct, not otherwise protected by law, which causes embarrassment, sleep deprivation or personal humiliation, or may include ridicule or unprotected speech amounting to verbal abuse.~~

~~(3) Impermissible conduct not amounting to hazing and not otherwise protected by law may be subject to sanctions available under WAC 132H-126-100(12), 132H-126-010 through 132H-126-340, the student code of Community College District VIII, depending upon the seriousness of the violation.~~

~~[Statutory Authority: RCW 28B.50.140(13) and chapter 34.05 RCW. WSR 21-08-008, § 132H-121-020, filed 3/25/21, effective 4/25/21. Statutory Authority: RCW 128B.50.140 [28B.50.140]. WSR 95-19-050, § 132H-121-020, filed 9/14/95, effective 10/15/95.]~~



REGULAR MEETING AGENDA ITEM

23-24 BOARD MEETING DATES

INFORMATION

FIRST READ

ACTION

Description

The Washington Administrative Code (W.A.C) requires that a list of Board meeting dates be filed with the Code Revisers Office each calendar year so that the appropriate notice of meeting dates can be given to the public. The following dates are being submitted for the Board’s consideration as regular meeting dates for the 2023-2024 academic year.

2023-2024 Academic Year

Table with 4 columns: Meeting, Weekday, Date, Time. Rows include Regular Meeting (Summer Retreat) on August 17 and 18, 2023, and various regular meetings from September 2023 to June 2024.

Key Questions

- \* Do the proposed dates meet the needs of the college in maintaining its administrative and contractual obligations?
\* Do the proposed dates conflict with any major religious or secular holidays, local school district breaks, or other dates that might cause key personnel to be unavailable?
\* Do the proposed dates meet the needs of the individual trustees?

Analysis

The proposed dates meet the needs of the college in maintaining its administrative and contractual obligations and do not conflict with any major religious or secular holidays according to the common religious and U.S. public holiday calendar. None of the proposed dates conflict with school breaks during the 2023-2024 academic year for the Bellevue, Issaquah, and Mercer Island School District calendars.

Further, the last meeting in June occurs before the final day of school for the school districts. The proposed meetings dates do not conflict with the ACCT Leadership Congress, ACCT National Legislative Summit, or ACT Fall, Winter, or Spring Conference dates.

As requested by the Board, there are a total of nine regular meeting dates, two dates for the summer Board retreat, and one date for the winter Board retreat. Other dates may be scheduled further into the 2023-2024 year.

**Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII approve the schedule of Board meeting dates for 2023-2024.

Prepared by: Alicia Keating Polson, President's Office  
[Alicia.keatingpolson@bellevuecollege.edu](mailto:Alicia.keatingpolson@bellevuecollege.edu)



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REGULAR MEETING AGENDA ITEM

**CAPITAL PROJECTS AND LOCAL FUNDING APPROVAL FOR 2023-2025 BIENNIUM**

INFORMATION

FIRST READ

ACTION

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**Description**

The proposed 2023-2025 locally funded capital projects list is presented to the Board of Trustees for consideration and approval at their May 17, 2023 meeting. The presentation includes estimated project costs and scoring of projects by the Capital Projects Recommendation Committee (CPRC). A list of state funded projects, which are already approved by the State Board, is also provided in the presentation.

**Key Questions**

- \* What are the projected costs for the biennium?
- \* What funding is expected from the state?
- \* How was the capital project list created and evaluated?

**Analysis**

The college receives state funds to complete projects identified as most critical by the SBCTC. The college also allocates local funds, typically between 3-5% of the operational budget, to complete additional infrastructure and campus identified projects.

**Background/Supplemental Information**

**What are the estimated funds for capital projects?**

- Total local funding: \$9,695,545

**How was the capital project list created?**

Proposed capital projects include those identified by the state (state funds), those requested from the wider campus community (local funds) or those identified by campus operations as necessary infrastructure improvements (local funds).

- State funded projects were identified during a biennial review with campus operations staff and SBCTC. The SBCTC scores building needs and publishes a list to identify areas of greatest need. Those projects are approved by the state and funded via state dollars.



# CAPITAL PROJECTS

2023-2025 BIENNIUM FUTURE PLANNING

# CAMPUS REQUESTS COSTS

PROJECT	ESTIMATE	PROJECT	ESTIMATE	PROJECT	ESTIMATE
Minor Accessibility Improvement	\$10,000	Sinks & Dishwashers for S213 S313	\$6,000	ASC Carpet Replacement	\$50,000
Theatre Seating	\$125,000	Housing Key System	\$350,000	Irrigation Upgrades	\$100,000
Classroom Upgrades	\$500,000	Housing Solar Panels	\$200,000	Playground Canopies	\$400,000
Water Bottle Filling Stations	\$300,000	Wayfinding	\$100,000	Flagpole for Baseball and Turf Fields	\$50,000
Theatre Lighting	\$750,000	BC Entry Sign	\$430,000	N258 Office Remodel	\$75,000
Library Staircase Floor Material Replacement	\$40,000	Faculty Offices Upgrades	\$600,000	<b>TOTAL</b>	<b>\$5,986,000</b>
Restrooms Upgrade Exterior Towers	\$600,000	Cafeteria Upgrades	\$250,000		
E Building Music Wing Renovation	\$350,000	Restrooms Update	\$400,000		
		Parking Lot WIFI	\$300,000		

## ESSENTIAL INFRASTRUCTURE COSTS

PROJECT	LOCATION	ESTIMATE
Exterior Breezeway Floors Lighting	exterior breezeways	\$400,000
D Building Elevator Upgrade	D building	\$600,000
Archive Boiler Room Upgrades	N building	\$600,000
HVAC Units South C Building	South C building	\$3,000,000
Kitchen Boiler	Cafeteria	\$79,545
Pedestrian Improvements	across campus	\$300,000
Road and Parking Lot Repairs	roads and parking lots	\$500,000
R Building Roof Work	R building	\$100,000
<b>Total</b>		<b>\$5,579,545</b>



# FINAL PROJECT LIST

- AVAILABLE LOCAL CAPITAL BUDGET FOR 2023-2025:  
\$9,700,000

- TOTAL COST OF ALL PROJECTS \$11,565,545

- SUGGESTED REDUCTION OF \$1,865,545

- **REVISED BUDGET REQUEST \$9,695,545**

PROJECT	SCORE	BUDGET	REDUCTIONS	REVISED BUDGET
Project #5 Exterior Breezeway Floors Lighting	59.8	\$400,000		\$400,000
Project #4 D Building Elevator Upgrade	59.3	\$600,000		\$600,000
Project #21 Increase Accessibility Campuswide	57.7	\$10,000		\$10,000
Project #27 Theatre Seating	55.7	\$125,000		\$125,000
Project #1 Archive Boiler Room Upgrades	55.3	\$600,000		\$600,000
Project #9 HVAC Units South C Building	55	\$3,000,000	\$900,000	\$2,100,000
Project #3 Classroom Upgrades	53.2	\$500,000	\$150,000	\$350,000
Project #14 Water Bottle Filling Stations	52.6	\$300,000		\$300,000
Project #26 Theatre Lighting	52.2	\$750,000		\$750,000
Project #22 Library Staircase Floor Material Replacemen	51.8	\$40,000	\$40,000	\$0
Project #29 Kitchen Boiler	51.2	\$79,545		\$79,545
Project #6 Restrooms Upgrade Exterior Towers	49.9	\$600,000		\$600,000
Project #31 E Building Music Wing Renovation	49.4	\$350,000		\$350,000
Project #28 Sinks & Dishwashers for S213 S313	47.6	\$6,000		\$6,000
Project #11 Pedestrian Improvements	46.3	\$300,000		\$300,000
Project #20 Housing Key System	46.3	\$350,000		\$350,000
Project #8 Housing Solar Panels	42.6	\$200,000		\$200,000
Project #15 Wayfinding	41.1	\$100,000		\$100,000
Project #17 BC Entry Sign	40.4	\$430,000		\$430,000
Project #7 Faculty Offices Upgrades	39.7	\$600,000		\$600,000
Project #13 Road and Parking Lot Repair	39.4	\$500,000		\$500,000
Project #2 Cafeteria Upgrades	37.3	\$250,000	\$50,000	\$200,000
Project #25 Restrooms Update	36.5	\$400,000	\$175,000	\$225,000
Project #23 Parking Lot WIFI	35.8	\$300,000	\$125,000	\$175,000
Project #16 ASC Carpet Replacement	35.3	\$50,000	\$10,000	\$40,000
Project #10 Irrigation Upgrades	34.3	\$100,000	\$50,000	\$50,000
Project #24 Playground Canopies	32.7	\$400,000	\$175,000	\$225,000
Project #12 R Building Roof Work	30.3	\$100,000	\$100,000	\$0
Project #18 Flagpole for Baseball and Turf Fields	22.4	\$50,000	\$20,000	\$30,000
Project #30 N258 Office Remodel	21.8	\$75,000	\$75,000	\$0
TOTAL		\$11,565,545		\$9,695,545

# STATE FUNDING

<b>PROJECT</b>	<b>ESTIMATE</b>	<b>DESCRIPTION</b>
C Building Remodel	\$2,000,000	Minor project request.
Replace Storm Drain	\$210,000	Replace damaged storm drain in phase one buildings.
A Building Switchboard Replacement	\$333,000	Replace switchboard and transformer within A Building electrical vault.
North Campus Roof Repair	\$395,000	Repair existing roof covering.
D Building Roof Replacement	\$1,686,000	Replace roofing in areas of failure.
D Building HVAC Replacement	\$590,000	Replace end of life HVAC units.
Total Cost	\$6,333,000	

- Locally funded project ideas are submitted by employees and are reviewed/approved by the appropriate dean/director and area cabinet member. The proposals are then scored by the CPRC. The campus submitted a total of 30 requests for local funding in the 2023-25 biennium.

### **How were the proposed locally funded capital projects evaluated?**

All requests were reviewed and scored by the CPRC. The CPRC is intended to provide recommendations on the planned use of and allocation of local funds for capital projects.

The CPRC is led by the Executive Director of Physical Plant Operations and the Capital Project Manager and is composed of representatives from councils within the College Governance structure. Non-voting advisory members include the Infrastructure Council Chairperson and appointments by the Vice President of Administrative Services, the Vice President of ITS, and the Budget Director.

The CPRC evaluated and scored project requests based on the following criteria:

- Code compliance
- Enhance health, safety and/or address accessibility (including sustainability)
- Positive impact on student retention, engagement, and extracurricular experiences
- Meet accreditation or grant requirements
- Assists with continuity of operations
- Cost

A graph of the ranked scores can be found in the attached presentation.

### **List of locally funded projects (in order of scoring):**

#### **Project #5 Exterior Breezeway Floors Lighting**

Upgrade lights to LED and replace controls to all exterior walkway lights. This will improve safety and accessibility.

#### **Project #4 D Building Elevator Upgrade**

This project will modernize the existing D Building elevator and increase the reliability of the elevator to ensure consistent vertical circulation between floors of the D Building and adjacent E Building. This project will also improve the function and safety of the elevator and communication devices.

#### **Project #21 Increase Accessibility Campuswide**

Request for auto-operators in OLS specific classrooms (B215 and B252) and evaluation for added accessibility features across campus.

#### **Project#27 Theatre Seating**

Replacement of seating to address worn fabric, seat lighting for walkways, and other disrepair issues.

#### **Project #1 Archive Boiler Room Upgrades**

The boiler and dehumidification unit in the N Building requires replacement to ensure continued functionality. This area is used by the Puget Sound Branch of the Washington State Archives.

#### **Project #9 HVAC Units South C Building**

HVAC air handling units on the C Building serving the student union building and cafeteria are aged and nearly past serviceable life expectancy. This project would replace these units with new air handling units to ensure consistent heating and cooling of the C Building and guard against any sudden failure and lengthy repairs in the future. The project would also change the units from having natural gas back up to 100% electric in line with future climate goals.

**Project #3 Classroom Upgrades**

Refurbishment of flooring, lighting, AV equipment, furniture and other items.

**Project #14 Water Bottle Filling Stations**

Twenty water bottle filling stations were installed during the 21-23 biennium and additional locations are requested to work towards ensuring equitable access to drinking water. The proposed project will address areas that still lack adequate access to drinking water as well as ADA needs and requirements.

**Project #26 Theatre Lighting**

New electrical system and addition of data cable in the Carlson Theater and Stop Gap Theater. Request to upgrade to new lighting instruments that use different power requirements.

**Project #29 Kitchen Boiler**

Replacement of unreliable boiler to ensure continuity of operations in the cafeteria.

**Project #6 Restrooms Upgrade Exterior Towers**

Complete refurbishment of the exterior tower restrooms for the first and second floor of the A, B, C, D, and E buildings. Including improvements to ADA access, ventilation/airflow/heating and cooling, and gender-neutral floor layout.

**Project #31 E Building Music Wing Renovation**

Refurbishment of the E Building music wing including the ensemble rehearsal room (E129), lobby (E126), three student practice rooms (E130 A, B, & C), music library (E128), sound control/audio room B (E127), and piano lab (E222).

**Project #28 Sinks and Dishwashers for S213 S313**

Replacement of sinks, dishwashers and any damaged cabinetry, ceiling tiles, electrical and conducting possible mold remediation in S213/S313.

**Project #11 Pedestrian Improvements**

This project would improve accessible routes around campus and between buildings.

**Project #20 Housing Key System**

Replacement of electronically programmed unit access function with proximity scan and installation of scanners on doors to replace malfunctioning keys with hard key and scan cards.

**Project #8 Housing Solar Panels**

The Student Housing building is solar ready and this request would allow the purchase and installation of solar panels, which would then tie into the main power distribution for the building. Overall, this project will lower the college's greenhouse gas emissions and reduce utility costs.

**Project #15 Wayfinding**

Alongside the Infrastructure Council, the College is looking to improve signage, both through use of physical signs and technology.

**Project #17 BC Entry Sign**

Request to purchase of a new sign, removal of the existing sign, running of conduit for wiring and the installation of the new sign.

**Project #7 Faculty Office Upgrades**

Refurbish faculty offices in towers. These towers require replacement of lighting, flooring, ceilings, structural improvements, and ventilation upgrades.

**Project #13 Road and Parking Lot Repair**

Campus roads and parking lots require annual maintenance and resurfacing to maintain the safe operation of the campus. State funds cannot be used for roads or parking lots.

**Project #2 Cafeteria Upgrades**

Refurbishment and improvements to finishes and furniture in the cafeteria. Addition of roller blinds for the west windows.

**Project #25 Restrooms Update**

Request to make restrooms accessible through repairs and improvements and creating additional gender-neutral restrooms.

**Project #23 Parking Lot WIFI**

Request to expand wireless footprint to the parking lots to provide WIFI access to those who may not have sufficient services at home, live in areas where WIFI services are not adequate, or cannot afford WIFI.

**Project #16 ASC Carpet Replacement**

Request for new carpet in ASC tutoring space to improve the study environment.

**Project #10 Irrigation Upgrades**

The current irrigation system on campus requires new controls and improved metering. This would allow for better water management as well as identifying any cost discrepancies in our utility bills, ultimately resulting in saved costs and reduced water consumption for the college.

**Project #24 Playground Canopies**

Request for canopies to protect children and staff from the sun in the summer and from the rain during fall and winter months, improving conditions for them to play and work outside in all seasons.

**Project #18 Flagpole for Baseball and Turf Fields**

Request for flagpole on the hill between the baseball and turf field allowing multiple fields to share one flag location.

A list of state funded projects is included in the presentation.

**Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII approves the expenditure of local funds and the list of proposed capital projects for the 2023-2025 biennium at their meeting on May 17, 2023.

Prepared by:

William Tribble, Executive Director of Physical Plant Operations

[william.tribble@bellevuecollege.edu](mailto:william.tribble@bellevuecollege.edu)

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**REGULAR MEETING AGENDA ITEM****RESOLUTION 303: W BUILDING** **INFORMATION** **FIRST READ** **ACTION**

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**Description**

An overview of the W building validation report is presented to the Board of Trustees for consideration and approval of one of three potential design options. Board approval is needed to proceed with the design and construction of this new facility. The presentation provided to the Board in April 2023 included details on the three design options, along with estimated project costs. The presentation also detailed changes in the proposed programming for the building which have occurred since the original Project Request Report (PRR).

**Key Questions**

- \* What is the history of the project?
- \* What are the current proposals for development of the W Building?
- \* How do the new proposals meet the original intent and programmatic need for the building?
- \* What has changed since the original envisioning of the building relating to program needs and achievable goals with available budget?
- \* What are the estimated costs for the building?
- \* What is the remaining anticipated schedule for the project?

**Analysis**

The state allocated \$42M to design and construct the W building; an additional \$2M was allocated in the FY24-26 biennium to account for inflationary increases. Three potential design schemes are presented, all of which include a new W building, along with varying degrees of demolition and refurbishment of the north wing of the C building. BOT approval is required to proceed with the design and construction of a preferred option because all three options require the use of local funds. Approval is also requested for the change in programming for the new building.

**Background/Supplemental Information**

**Project:** Center for Transdisciplinary Learning and Innovation

**OFM project number:** 40000168

**Legislative district(s): 41, 48**

The Center for Transdisciplinary Learning and Innovation (now referred to as the W Building) was proposed and awarded funding following a Project Request Report (PRR) submitted by Bellevue College in 2017. The following programs were included in the proposal:

- Engineering
- Computer Science
- Interior Design
- Art
- Digital Media Arts
- Maker Space
- General use classrooms

Based on cost increases and other factors, the college proposes the following program changes to the W building:

- Remove Engineering, Computer Science and Interior Design
- Add Ceramics

Many factors have influenced design changes and overall evolution of the project since 2017, these include:

- Changes to enrollment and enrollment growth projections;
- Escalation in construction costs;
- Changes in the ability for Bellevue College's jurisdiction over land use determination;
- Proposed changes of programs to be provided for within the W Building.

**How are Program Changes Made to an Approved Project?**

- RCW 28B.50.140(2) gives college boards of trustee the authority and duty to create education and training programs that address local student and community needs.
- RCW 28B.50.090(1) gives the state board the power and duty to submit a single budget request for state capital funding.
- The college Board of Trustees must approve any program changes in a public meeting with an agreed resolution.
- SBCTC submits all changes through OFM for final approval of alternative changes from those presented in the approved predesign.

**Explain further the proposed use of the Local Funds.**



In order to meet the programmatic needs of the proposed new building, and renovation of existing space, current estimates for the presented options would require additional local capital expenditure. The amount requested ranges between \$6.76M to \$12.59M. Based on current capital reserve funds, the College could commit up to \$10M, with an additional \$2M from the legislature's inflation allocation. We are recommending option 2 or option 3, and requesting up to \$10M in local funds to complete the construction project.

**Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII approves Resolution No. 303: Program Change & Use of Local Funds for the Center for Transdisciplinary Learning and Innovation.

Prepared by:

William Tribble, Executive Director of Physical Plant Operations

[william.tribble@bellevuecollege.edu](mailto:william.tribble@bellevuecollege.edu)

Bellevue College  
Community College District VIII  
Program Change & Use of Local Funds for the Center for Transdisciplinary Learning and Innovation  
May 2023

**RESOLUTION NO. 303**

**A RESOLUTION** of the Board of Trustees of Bellevue College of Community College District VIII approving the program change for the Center for Transdisciplinary Learning and Innovation from that proposed in the original 2017 PRR. Along with approval of expenditure of up to \$10,000,000 of local capital reserve funds to meet the additional financial needs of the project in addition to the previously allocated state funds.

**WHEREAS**, RCW 28B.50.140(2) gives college boards of trustee the authority and duty to create education and training programs that address local student and community needs. And may resolve to change the program of a built environment during design and construction; and

**WHEREAS**, the program needs of the college have changed since the initial submission of the Project Request Report in 2017 due to falling enrollment and reduced space utilization; and

**WHEREAS**, Local Capital Reserve Budget is available for use in the design and construction of the Center for Transdisciplinary Learning and Innovation up to a value of \$10,000,000.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Community College District VIII hereby approves the attached document titled "SBCTC program updates for major projects" which approves the program change for the Center for Transdisciplinary Learning and Innovation from that proposed in the original 2017 PRR; and that the Board of Trustees of Community College District VIII approve the expenditure of up to \$10,000,000 from local capital reserve funding for the use in the design and construction of the Center for Transdisciplinary Learning and Innovation.

**APPROVED AND ADOPTED: May 17, 2023**

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Merisa Heu-Weller, Chair  
Board of Trustees  
Bellevue College District VIII

**SBCTC program updates for major projects included in a capital budget request**

**Project name:** Bellevue College: Center for Transdisciplinary Learning and Innovation

**OFM project number:** 40000168      **Legislative district(s):** 41, 48

**Authority:**

- RCW 28B.50.140(2) gives college boards of trustee the authority and duty to create education and training programs that address local student and community needs.
- RCW 28B.50.090(1) gives the state board the power and duty to submit a single budget request for state capital funding.

**Procedure:**

The capital request includes a narrative that describes the program needs being addressed by the proposed project. Some narratives also identify the programs that need temporary accommodation during construction and how that need will be met.

Based upon the request, the Governor and members of the legislature develop expectations as to which programs will benefit from their decision to fund or continue funding a project. However, for a variety of reasons, the programs affected by a project may change between the time the project is initially proposed and the time construction is completed. The legislature has expressed interest in being kept abreast of program changes once a project has received state funding and until it is completed. There is also interest in knowing that the college has addressed stakeholder interests impacted by any changes.

To meet these needs, please update the following list of programs impacted by the capital project and provide documentation that the college board of trustees has approved any program changes in a public meeting. If there are no changes, please indicate that on the list also.

Requests for state appropriations will not be submitted to the Office of Financial Management for Governor or legislative consideration without this update.

Attach a copy of the college Board of Trustees resolution for every change.

**List of programs impacted by project at each milestone:**

<b>College Proposal</b>	<b>Design-phase funding request</b>	<b>Predesign to OFM</b>	<b>Construction-phase funding request</b>
<i>December 2017</i>	<i>September 2018</i>	<i>September 2020</i>	<i>April 2023</i>
Information and Business Technologies	Information and Business Technologies	Information and Business Technologies	Information and Business Technologies
Computer Science	Computer Science	Computer Science	Art & Ceramics
Interior Design	Interior Design	Interior Design	Makerspace
Art	Art	Art	Non-assignable Classrooms
Engineering	Engineering	Engineering	Digital Media Arts