



BELLEVUE
COLLEGE



Board of Trustees

Community College District VIII

REGULAR MEETING
September 20, 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, September 20, 2023. The business session will begin at 3:00 PM. This meeting will be conducted both in-person in B201 and remotely via Zoom. A telephone line will also be available. Rich Fukutaki, Chair, will preside.

MEETING CALL IN DETAILS

[Join Business Session \[Zoom\]](#)

Dial in by telephone: +1 253 215 8782

Webinar ID: 828 4480 7415

MEETING AGENDA

BUSINESS SESSION

3:00 PM

- | | | |
|----|--|---------------|
| I. | Call to Order | Rich Fukutaki |
| | a. Welcome and Introductions (of in-person attendees) | |
| | b. Approval of Agenda and Minutes | |
| | i. Agenda for September 20, 2023 | |
| | ii. Minutes for June 20, 2023; June 27, 2023; August 2, 2023; August 17, 2023; and August 18, 2023 | |

3:10 PM

- | | | |
|-----|---------------------|-----------------|
| II. | Constituent Reports | |
| | a. Foundation | Dana Gray |
| | b. Student | Sean Behl |
| | c. Classified | Becky Turnbull |
| | d. College Assembly | Brandon Lueken |
| | e. Faculty | Sue Nightingale |

3:40 PM

- | | | |
|------|---|--|
| III. | Public Comment | |
| | 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 BoardofTrustees@bellevuecollege.edu . | |

3:50 PM

- | | | |
|-----|--|--|
| IV. | Information | |
| | a. Interim (Temporary) Approval of Revised Policy 1440: Discrimination, Harrassment, and Retaliation (<i>expires March 20, 2024</i>) | |
| | b. Interim (Temporary) Approval of the Creation of Policy 1445: Title IX Sexual Harrassment (<i>expires March 20, 2024</i>) | |

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

3:50 PM

- V. First Read
 - a. Off Cycle Tenure

Rob Viens

4:00 PM

- VI. Reports
 - a. Diversity, Equity, and Inclusion Report
 - b. President's Report
 - c. Board Report

Consuelo Grier

David May

Rich Fukutaki

EXECUTIVE SESSION

The Board will convene for 60 minutes in executive session under [RCW 42.30.110\(1\)](#) 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.

ADJOURNMENT



**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 Tuesday, June 20, 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/82273922556. 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 4:02 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 18 guests in attendance.

II. APPROVAL OF AGENDA AND MINUTES

Trustee Desh made a motion to approve the agenda (June 20, 2023) and minutes (May 17, 2023). Trustee Dietzel seconded.

The motion passed unanimously.

III. CONSTITUENT REPORTS

A. Foundation

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

- Scholarship awards will be announced next week.
- The Foundation hosted an intimate donor engagement event on June 6, which was a behind the scenes tour of the Health Sciences, Education, and Wellness Institute (HSEWI) building to show off the programs and the campus. Thanks to Trustee Dietzel for attending.
- The year-end employee event was a great time to celebrate the excellence award winners of our faculty and staff.

- The Foundation had its annual retreat recently. Governor Locke provided his reflections on the year. Trustee Fukutaki attended.
- Special thanks from the Foundation board to Governor Gary Locke for his years of service. The Foundation is having an oak tree planted in his name. Thank you to Governor Locke for what he has done for Bellevue College and the Foundation over the last three years. The Foundation wishes all the best to Governor Locke and thanks him for his service.

B. Student

The Student report was provided by Rebecca Mujinga, President of the Associated Student Government (ASG), and Keegan Pham, Treasurer.

- At the beginning of the year, one of the ASG goals was to increase engagement around the campus by organizing different activities. ASG organized ten events. ASG is happy that 100 to 200 students participated in each event. ASG had more than a thousand students vote in the past year.
- ASG organized the Gala that was held two weeks ago. The objective of the Gala was to recognize people for their amazing work in helping students here at Bellevue College.
- The student technology fee committee had many funding requests.
 - The first is for graphing calculators. ASG purchased 20 graphic calculators to add to the library's quarterly loan program as students complained they could not borrow calculators during the exams.
 - ASG purchased 120 computers to address complaints that the computers at Bellevue College were outdated.
 - The third most significant request was related to the read-and-write software. This software assists students with disability and English language learners in reading.
- ASG changed the Bylaws to address confusion in the section regarding elections.
- ASG had the opportunity to discuss issues with the president, including ways to improve communication from all departments, additional security cameras on campus, and standardizing a wage for student workers.

C. Classified

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

- Classified employees continue to ask why qualified classified staff cannot teach classes that they taught in the past.
- During the Budget meeting, it was stated that the College plans to hire administrative assistance for the Deans, which is a concern from some offices that feel they need additional support as well.
- There are many vacant staff positions. The college could conduct stay interviews with folks who have worked at Bellevue College for ten years or longer.
- WPEA is currently bargaining the College's proposal to double the parking permit fee for classified staff.

- New classified contracts start July 1. The small raise each year of the contract will be nice as is the one-time retention of bonus.
- Thanks to the ASG students who advocated for purchasing more graphing calculators for the library through the student technology fees.
- Special thanks to Gary Locke for leading Bellevue College through three years of challenges. Classified staff appreciate all he has done for the staff, students, and the College and wish him well.
- There will be 12 certified therapy dogs in the library for finals week to de-stress between 12:30 and 1:30, and everyone is welcome.

D. College Assembly

The College Assembly report was provided by Brandon Leuken, the new Chair of College Assembly, Director of Grant Development, and Bellevue College employee for ten years.

- More than 100 faculty, student, classified, and exempt staff volunteered their time in eight councils and many different sub-committees across Bellevue College Governance this year.
- Some highlights from this year:
 - Across Governance, more student representatives attended meetings and were able to bring their authentic voices, concerns, and perspectives to various issues. In particular, the Council for Inclusion and Diversity, the Resources and Planning Council, and Student Council benefitted from active student engagement.
 - The President, Resource Liaisons, and other members of the President's Cabinet made themselves available to discuss matters of importance to the College, from a Tree Survey proposal in Infrastructure Council to the Council for Inclusion and Diversity making additional recommendations for the Interim and Temporary Appointment Guidelines.
 - Classified staff focused on professional development, awarding 11 scholarships to classified staff to support their further learning, be it formal classes, seminars, conferences, or other activities.
 - Faculty spent some of their time monitoring and finding ways to improve the faculty evaluation process.
 - The Student Council spent some of their time working on solving student issues navigating the website, pre and post new website implementation.
 - The Student Success Council and Student Council worked with Human Resources to ensure that pay for student jobs is standardized across campus. The Student Success Council also convened a Deans and Housing Staff panel to identify and catalog campus resources available to students.
- Areas for improvement:
 - Increased training for chairs and others on how to run a meeting, how the governance system works, and other logistical concerns that make staff feel confident in their governance participation.
 - Burnout and exhaustion, mostly caused by low staffing/high vacancy rate, means everyone is focused on doing the work rather than having time, space, and energy to plan out strategic directions and have broader conversations.

- Maintaining a sense of momentum and achievement during the year and from year to year – answering the existential question of "But what does Governance *do*?"
- The College Assembly will be working on continuing the success over the next year while also addressing some of the pressing concerns that members of governance have identified.

E. Faculty

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

- Graduation is Friday. A lot more faculty are attending this year, more than last year. It will be fun and very exciting.
- The Bellevue College DECA Team announced another national Championship. The Bellevue College Student Math League came in second in the Northwest.
- The Bellevue College planetarium projector needs to be replaced. The faculty has an ask for funding to replace the projector.
- Faculty tried to be intentional about having as many social activities as possible this year. At every one of those activities, the faculty expressed gratitude for the opportunity. Today we had pizza available for the faculty. Faculty would like it if the College could make a point to prioritize social activities next year.

IV. PUBLIC COMMENT

Judith Paquette, faculty at Bellevue College, provided public comment on Interim President Locke and his accomplishments over the last 3 years at the college.

Sara Sanders Gardner, staff member at Bellevue College, provided public comment on classified teaching.

V. FIRST READ

A. 23-24 Services & Activities Fee Budget

Rebecca Mbaka, ASG President, and Keegan Pham, ASG Treasurer, presented the 23-24 Services & Activities Fee Budget for a first read.

This year, the S&A committee looked at all funds in the 522 accounts. Estimates from Finance in early May (May 4) had the following values:

Total funds in 522 accounts:	\$12,037,00.00
522 funds allocated in sustainability accounts: (accounts 23150, 23003, 23152)	(\$2,521,036.00)
Accrued vacation/ sick leave	(\$93,923.00)
Other funds	(\$10,000.00)
Estimated funds used for rest of FY23	(\$500,000.00)
Total Available S&A funds	\$8,912,671.00

The committee reviewed the following:

New Asks	\$5,106,073
Rollover Asks	\$573,045
Health Clinic proposal	\$1,500,000 (new ask spring 2023)
C-building renovations	\$3,000,000 (approved by ASG spring 2022)
Total Asks	\$10,179,118

Committee Recommendation for 23-24 school year allocations:

Moneys allocated for 23-24 Use	\$5,074,211.00
Construction	\$3,801,462.00
C-Building Renovation	\$2,338,460.00
Health Clinic Proposal*	\$1,500,000.00
Total	\$8,912,671.00

*The recommendation of S&A funding to support the Health Clinic Proposal is contingent on the approval of the Health Clinic by the President's office.

Additional Committee Recommendations:

- If additional funds are found in end of year review (i.e., more leftover funds than expected, etc.), those funds will fill in gaps in construction recommendations.
- If there are less funds than projected, funds will come from the recommended construction projects to cover deficit in equal percentages.
- Construction projects should look to other sources to cover additional costs (SESF if sustainability-related, CPRC process, etc.) or scale down projects.
- Recommendation for Health Clinic should be reviewed at the campus level. Campus should:
 - Create a committee with a broad constituency to review proposal.
 - Conduct a campus-wide student survey to determine student wants and needs.
 - There should be a review of access and proportional use (staff, students, community, etc.) to determine how costs are shared.

ASG voted on June 5 to approve and forwarded the S&A budget recommendation to President's Cabinet. President's Cabinet reviewed the budget recommendation on June 6 and approved that the recommendation be forwarded to the Board of Trustees.

B. Revision of Policy 4700: Employee Professional Development and Training

Frances Dujon-Reynolds, Vice President of Human Resources, and Lori Keller, Associate Director of Policies & Special Projects, presented the Revision of Policy 4700: Employee Professional Development and Training.

Exempt Council's Proposal 1261: Exempt Professional Development Policy/Procedure, which recommended the creation of a policy/procedure related to exempt staff professional development was approved by the President's Cabinet on 5/12/2022. Over the summer and fall of 2022, an inventory of the policy and procedures (P&P) library was completed to determine which P&Ps referenced employee professional development. Policy 4700 and procedure

4700P cover classified staff professional development, but no P&P currently existed that include exempt staff or faculty members.

After consideration whether additional, separate policies were necessary for each employee classification, it was deemed sensible to streamline the P&P library and update policy 4700 and procedure 4700P to become a college-wide employee development and training policy and procedure with separate sections for each employee classification. Inclusive language was added to reaffirm the College's pursuit of becoming an anti-racist institution.

This will not change any existing policy and procedure for faculty or classified staff. Faculty CBA language is aligned with this revision, and classified policy and procedures did not change.

C. Revision of Policy 3550 Library Media Center

Amy Kinsel, Dean of Connected Learning, and Lori Keller, Associate Director of Policies & Special Projects, presented the Revision of Policy 3550 Library Media Center.

Academic Affairs proposed updates to the current Library Media Center (LMC) policy 3550. Changes are proposed to comply with Second Substitute House Bill (SSHB) 2513 (this bill prohibits colleges from withholding a student's official transcript for debt collection), to remove and/or update outdated information, and to further clarify rules and appeals process for fines.

Policy 3550 is also registered in the Washington Administrative Code as Chapter 132H-136, due to the financial issues concerning fines, their enforcement, and appeal. Changes to the chapter include the same policy edits regarding fines, and repeals 132H-136-020 Loans. This section was removed from BC Policy prior to 2015, and this will bring the WAC into line with Policy 3550. LMC operations may be impacted as the adoption of brief adjudicative proceedings is incorporated as the appeals process. Fines levied may be appealed using the brief adjudicative proceedings pursuant to WAC 132H-108, adopted by the director of the LMC and appropriate dean. The appeals process for fines are now explicitly outlined in the policy.

VI. **ACTION**

A. 23-24 College Budget

Motion 22.23

Trustee Deitzel moved that the Board of Trustees of Community College District VIII approve the college budget plan, as proposed, for the fiscal period 2023-2024. 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.

Trustee Desh seconded.

The motion passed unanimously.

B. Repeal of WAC 132H-121-020: General Conduct, Hazing Rules

Motion 23.23

Trustee Leigh moved that that the Board of Trustees of Community College District VIII approves the repeal of WAC 132H-121-020: General Conduct, Hazing Rules. Trustee Desh seconded.

The motion passed unanimously.

C. Board Election of Officers

Motion 24.23

Trustee Leigh moved that that the Board of Trustees of Community College District VIII hereby appoint Trustee Fukutaki as Board Chair. Trustee Desh seconded.

The motion passed unanimously.

Motion 25.23

Trustee Diezel moved that that the Board of Trustees of Community College District VIII hereby appoint Trustee Leigh as Board Vice Chair. Trustee Desh seconded.

The motion passed unanimously.

VII. QUARTERLY STUDENT SUCCESS REPORT

Jennie Mayer, Achieving the Dream (ATD) co-lead; Esteban Maldonado, Title III Director, ATD co-lead; Zach Morgan, Executive Director, Office of Effectiveness and Research; Rob Viens, AVP of

Academic Affairs; and Christina Castorena, AVP of Student Affairs, provided a summary of the progress made by Bellevue College's Achieving the Dream/Guided Pathways student success work.

Bellevue College's Student Success work is grounded in Guided Pathways as a model for redesigning an intentional student experience to eliminate equity gaps and improve student outcomes for all students. For the past seven years, Bellevue College employees and students have worked toward strategies for higher completion and retention rates. These strategies will only have an impact if the student on-boarding processes are designed to ensure students have access to high quality advising and instruction, with opportunities to engage in the Bellevue College community and use its resources.

Progress toward an impactful on-boarding process will be reported so every student in the ATD cohort will be advised, access career exploration and career pathways, create education plans, register smoothly, find ways to connect with others, and take courses toward graduation with supports along the way.

VIII. **PRESIDENT'S REPORT**

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

- Special thanks to the Board of Trustees for the incredible work and support during the last three years. And special thanks to Alicia Keating-Polson, Executive Director of the President's Office, who interacts with the Cabinet and keeps Bellevue College leadership going.
- Special thanks to Sharon Kussy, Budget Director, and Jim Craswell, Executive Director of Finance, for bringing a more holistic view and structure to the Bellevue College budget development process over the last three years.
- Bellevue College needs to reach out and form greater educational partnerships with organizations. We just got word that the Snoqualmie Tribe has given Bellevue College the okay to go onto the Casino grounds to offer English as a second language. The Tribe will be paying for this. We will not use State tuition dollars. The program will be completely funded by the tribe, starting in the Fall.
- Bellevue College might want to revisit the policy of reserving 25% of its operating budget. For this year alone, 2.7 million dollars is required to meet that threshold. As a government agency, Bellevue College is funded by the State. Is such a large reserve of 25% necessary when it could be used for important initiatives on this campus? Look at that with the incoming president.
- Issues surrounding diversity, equity, inclusion were a hot topic when Governor Locke joined Bellevue College. The impetus for the change was the turmoil on campus over the last several years. The diversity has increased among Bellevue College students, faculty, and staff. "There is a lot more to do." Says Governor Locke, "We are making progress. Bellevue College is a great institution. It has good bones, and I know that all of you will carry on and do well for the College."

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

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

- It is commencement season. Shout out to the staff, faculty, and students who have worked on graduation and commencement.
- The Multicultural Graduation and the Lavender Graduation had wonderful alumni speakers and a moving piece to recognize folks who were not able to have a Lavender Graduation. ODEI will continue to have those ceremonies across campus.
- ODEI continues to focus work on capacity-building, education & skill-building, cultural shifting, and community engagement.
- ODEI continues to reimagine staffing needs and positions in collaboration with the other offices across the campus. When the last gender-based violence prevention coordinator left Bellevue College, DEI spent time with student affairs to rethink the best way to structure this role. The role should work out of student affairs. Work is being done to shift the position.
- ODEI is in the process of hiring due to a bump in state funding. Supporting antiracist and equity-focused professional development, training, and expanding services to students, plans to add another position to ODEI. More attention is needed to support the Equity Education Advisory Committee (EEAC) in managing contractual obligations around training.
- There was a strong showing of Bellevue College folks, about 25 people from across divisions, at the National Conference on Race and Ethnicity in New Orleans. There was a nice community dinner, a pre-conference breakfast, and a post-conference lunch wrap-up.
- ODEI is identifying speakers and content areas for equity focus, professional development day, and campus community days as an additional culture-shifting effort for next year.
- Special thanks to Governor Locke. ODEI appreciates support at Bellevue College campus under the leadership of Governor Locke.

X. **BOARD REPORT**

There was no Board report.

XI. **UNSCHEDULED BUSINESS**

There was no unscheduled business.

XII. **EXECUTIVE SESSION**

At 5:58 PM, Chair Heu-Weller announced the Board would convene for 45 minutes in executive session under [RCW 42.30.110\(1\)](#) 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. 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 6:40 PM, Chair Heu-Weller extended the executive session by 20 minutes.

At 7:00 PM, Chair Heu-Weller extended the executive session by 15 minutes.

The executive session ended at 7:15 PM.

XIII. **ADJOURNMENT**

There being no further business, Chair Heu-Weller adjourned the Board of Trustees meeting at 7:16 PM.

Merisa Heu-Weller, Chair
Board of Trustees

ATTEST:

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



**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 Tuesday, June 27, 2023.. This meeting was conducted in a hybrid fashion with the physical location at the Hyatt House, 3244 139th Ave SE, Bellevue, WA 98005, and the remote location on Zoom: bellevuecollege.zoom.us/j/82273922556. 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 5:02 PM.

Chair Heu-Weller announced that the physical location of the meeting changed to a meeting room in the Hyatt House due to an unexpected last minute power outage at the Bellevue College campus.

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

Trustee Leigh made a motion to approve the agenda (June 27, 2023) and minutes. Trustee Desh seconded.

The motion passed unanimously.

III. PUBLIC COMMENT

There was no public comment.

IV. ACTION

A. 23-24 Services & Activities Budget

Motion 26.23

Trustee Leigh moved that the Board of Trustees of Community College District VIII approve the 23-24 Services & Activities Budget. Trustee Dietzel seconded.

The motion passed unanimously.

B. Revision of Policy 4700: Employee Professional Development & Training

Motion 27.23

Trustee Desh moved that that the Board of Trustees of Community College District VIII approve the Revision of Policy 4700: Employee Professional Development & Training. Trustee Leigh seconded.

The motion passed unanimously.

C. Revision of Policy 3550: Library Media Center/WAC 132H-136 Library Media Center

Motion 28.23

Trustee O'Meara moved that that the Board of Trustees of Community College District VIII approve the Revision of Policy 3550: Library Media Center and WAC 132H-136 Library Media Center. Trustee Dietzel seconded.

The motion passed unanimously.

V. **UNSCHEDULED BUSINESS**

There was no unscheduled business.

VI. **EXECUTIVE SESSION**

At 5:20 PM, Chair Heu-Weller announced the Board would convene for 45 minutes in executive session under [RCW 42.30.110\(1\)](#) 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. 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 55 minutes.

The executive session ended at 7:00 PM.

VII. **ADJOURNMENT**

There being no further business, Chair Heu-Weller adjourned the Board of Trustees meeting at 7:00 PM.

Merisa Heu-Weller, Chair
Board of Trustees

ATTEST:

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



**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, August 2, 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/89581639929. A telephone line, +1 253 215 8782, was also available. Rich Fukutaki, Chair, presided.

MINUTES

Chair Fukutaki called the business session to order at 5:02 PM.

I. ROLL CALL

Chair Fukutaki, Trustee Greg Dietzel, Trustee Heu-Weller, Trustee Pradnya Desh, Board Secretary Alicia Keating Polson were present. A quorum of the Board was present.

There were 0 guests in attendance.

II. APPROVAL OF AGENDA

Trustee Heu-Weller made a motion to approve the agenda (August 2, 2023.) Trustee Dietzel seconded.

The motion passed unanimously.

III. PUBLIC COMMENT

There was no public comment.

IV. UNSCHEDULED BUSINESS

There was no unscheduled business.

V. EXECUTIVE SESSION

At 5:08 PM, Chair Fukutaki announced the Board would convene for 30 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To review the performance of public employees. Chair Fukutaki announced that no final action would be taken during the executive session.

At 5:40 PM, Chair Fukutaki extended the executive session by 20 minutes.

At 6:00 PM, Chair Fukutaki extended the executive session by 10 minutes.

At 6:12 PM, Chair Fukutaki extended the executive session by 10 minutes.

At 6:22 PM, Chair Fukutaki extended the executive session by 10 minutes.

The executive session ended at 6:31 PM.

VI. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 6:31 PM.

Rich Fukutaki, Chair
Board of Trustees

ATTEST:

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



**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 Thursday, August 17, 2023. This meeting was conducted in a hybrid fashion with the physical location at the Semiahmoo Resort, 9565 Semiahmoo Pkwy, Blaine, WA in the Boardroom and the remote location on Zoom: bellevuecollege.zoom.us/j/82276853360 A telephone line, +1 253 215 8782, was also available. Rich Fukutaki, Chair, presided.

MINUTES

Chair Fukutaki called the business session to order at 9:00 AM.

I. ROLL CALL

Chair Fukutaki, Vice Chair Richard Leigh, Trustee Greg Dietzel, Trustee Pradnya Desh, President David May, and Board Secretary Alicia Keating Polson were present. A quorum of the Board was present.

Trustee Merisa Heu-Weller was absent.

There were two guests in attendance.

II. APPROVAL OF AGENDA

Trustee Desh made a motion to approve the agenda (August 17, 2023.) Trustee Leigh seconded.

The motion passed unanimously.

III. PUBLIC COMMENT

There was no public comment.

IV. ACTION ITEM

A. Tenure

Two faculty candidates were recommended by the Tenure Review Committee (TRC) for early tenure to the Board of Trustees. After receiving the recommendation, the Board met with the TRC to discuss the process of early tenure.

The Board had no concerns about the two faculty candidates recommended for early tenure and recognizes these faculty are excellent; rather, the Board is concerned about there not being clear and objective criteria for determining the granting of early tenure. Due to their concerns

about the lack of clarity around an early tenure process, the Board does not feel equipped to grant early tenure at this time.

Motion 29.23

Trustee Leigh moved that the Board of Trustees of Community College District VIII supports Dellyssa Edinboro's tenure candidacy being extended to a third year. Trustee Desh seconded.

The motion passed unanimously.

Motion 30.23

Trustee Dietzel moved that the Board of Trustees of Community College District VIII supports Christine Dixon-Hundredmark tenure candidacy being extended to a second year. Trustee Desh seconded.

The motion passed unanimously.

V. **EXECUTIVE SESSION**

At 9:20 AM, Chair Fukutaki announced the Board would convene for 55 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To review the performance of a public employee. Chair Fukutaki announced that no final action would be taken during the executive session.

At 10:15 AM, Chair Fukutaki extended the executive session by 10 minutes.

The executive session ended at 10:25 AM.

VI. **ADJOURNMENT**

Chair Fukutaki adjourned the Board of Trustees meeting at 10:25 PM for a 15-minute break.

VII. **BUSINESS SESSION**

Chair Fukutaki called the business session to order at 10:40 AM.

VIII. **FOSTERING TRUST, HEALING, & ACCOUNTABILITY THROUGH RESTORATIVE PRACTICES**

Consuelo Grier, Vice President of Diversity, Equity, and Inclusion, and Michelle Strange, Director of Restorative Practices, facilitated the workshop: Fostering Trust, Healing, & Accountability through Restorative Practices.

IX. **ADJOURNMENT**

Chair Fukutaki adjourned the Board of Trustees meeting at 12:00 PM for a 75-minute lunch break

X. **BUSINESS SESSION**

Chair Fukutaki called the business session to order at 1:15 PM.

XI. **FOSTERING TRUST, HEALING, & ACCOUNTABILITY THROUGH RESTORATIVE PRACTICES**

Consuelo Grier, Vice President of Diversity, Equity, and Inclusion, and Michelle Strange, Director of Restorative Practices, facilitated the workshop: Fostering Trust, Healing, & Accountability through Restorative Practices.

XII. **ADJOURNMENT**

Chair Fukutaki adjourned the Board of Trustees meeting at 3:15 PM for a 15-minute break.

XIII. **BUSINESS SESSION**

Chair Fukutaki called the business session to order at 3:30 PM.

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

Consuelo Grier provided a report on the Office of Diversity, Equity, and Inclusion.

XV. **PRESIDENT REPORT**

David May, President, provided the Board an update on the organizational structure of Bellevue College, including sharing the plans to hire a vice president of administrative services, vice president of student affairs, and provost/vice president of academic affairs in the next year.

XVI. **ADJOURNMENT**

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 4:42 PM.

Rich Fukutaki, Chair
Board of Trustees

ATTEST:

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



**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 Friday, August 18, 2023. This meeting was conducted in a hybrid fashion with the physical location at the Semiahmoo Resort, 9565 Semiahmoo Pkwy, Blaine, WA in the Boardroom and the remote location on Zoom: bellevuecollege.zoom.us/j/89429686683 A telephone line, +1 253 215 8782, was also available. Rich Fukutaki, Chair, presided.

MINUTES

Chair Fukutaki called the business session to order at 9:00 AM.

I. ROLL CALL

Chair Fukutaki, Vice Chair Richard Leigh, Trustee Greg Dietzel, Trustee Pradnya Desh, President David May, and Board Secretary Alicia Keating Polson were present. A quorum of the Board was present.

Trustee Merisa Heu-Weller was absent.

There were zero guests in attendance.

II. APPROVAL OF AGENDA

Trustee Dietzel made a motion to approve the agenda (August 18, 2023.) Trustee Leigh seconded.

The motion passed unanimously.

III. PUBLIC COMMENT

There was no public comment.

IV. UNSCHEDULED BUSINESS

There was no unscheduled business.

V. PRESIDENT REPORT

David May, President, provided the Board an update on his plans for engaging the internal and external Bellevue College community over the next year and discussed an early draft of goals.

VI. ADJOURNMENT

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 12:00 PM.

Rich Fukutaki, Chair
Board of Trustees

ATTEST:

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



REGULAR MEETING AGENDA ITEM

INTERIM (TEMPORARY) APPROVAL OF THE CREATION OF POLICY 1445: TITLE IX SEXUAL HARASSMENT

INTERIM (TEMPORARY) APPROVAL OF REVISED POLICY 1440: DISCRIMINATION, HARASSMENT, AND RETALIATION



INFORMATION



FIRST READ



ACTION

Information

Policy 1445: Title IX Sexual Harassment was approved as an interim (temporary) policy by the President's Cabinet in September 2021 to comply with Federal regulations; however, the policy was not formally ratified by the Board of Trustees due to additional revisions needed in the policy. These additional revisions were incorporated into an updated version of Policy 1445; therefore, President's Cabinet approved the revised Policy 1445 as an interim (temporary) policy on September 19, 2023.

Policy 1440: Discrimination, Harassment, and Retaliation, was also updated on September 19, 2023 to align with the Title IX policy, and was approved as an interim (temporary) policy by the President's Cabinet.

Policy 1445 and Policy 1440 were temporarily adopted by Bellevue College to comply with federal regulations. Additional federal changes are expected from the Biden Administration in Fall 2023, which will likely require further revisions to these associated policies; therefore, the formal policy process, including the public comment period, will occur after these federal changes are received. These two interim (temporary) policies will expire on March 20, 2024 if no additional action is taken.

Analysis

The changes to Title IX in August of 2020 altered the standard legal definition of sexual harassment for specific Title IX situations. It does not alter the standard legal definition under any other federal, state, or local laws under which we still have legal obligations. Policy 1440 discusses all protected class discrimination, including sex- and gender-based discrimination that follows the standard legal definition.

Outcome

There is no action required by the Board at this time on Policies 1445 and 1440. These policies will return to the Board for a first read and vote after they go through the campus-wide public comment review process.

Prepared by: Frances Dujon Reynolds, Vice President of Human Resources,
Consuelo Grier, Vice President of Diversity, Equity, and Inclusion,

1445 TITLE IX SEXUAL HARASSMENT

Original Date: 9/19/23 (temporary approval expires on 03/20/24) *Last Revision Effective:
Policy Contact: Vice President, Diversity, Equity and Inclusion

POLICY

Bellevue College complies with U.S. Office of Civil Rights, Department of Education, [34 CFR Part 106 Title IX](#) regulations. This policy applies to the specific definition of sexual harassment as amended in the regulations, effective August 14, 2020. This policy does not prevent the college from pursuing action under other college policies, employment contracts or handbooks, or related federal or state law.

This policy applies to sexual harassment, described below in the prohibited conduct section, that has occurred:

- In the United States; and
- During a college educational program or activity

This policy does not alter or modify laws, regulations, or college policies applicable to the legitimate exercise of academic freedom or constitutionally protected rights. General complaints unrelated to discrimination or harassment based on membership in a protected class or retaliation are addressed in BC [Policy 1450](#).

PROHIBITED CONDUCT

This policy prohibits act(s) of sexual harassment including attempts to commit, or aid, abet, incite, encourage, or assist another person to commit said act(s).

For purposes of this policy, sexual harassment encompasses the following conduct:

1. **Quid pro quo harassment.** A college employee conditioning the provision of an aid, benefit, or service of the college on an individual's participation in unwelcome sexual conduct.
2. **Hostile environment.** Unwelcome conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the college's educational programs or activities, or employment.
3. **Sexual assault.** Sexual assault includes the following conduct:
 - a. **Rape** - (Includes attempted rape, excludes statutory rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
 - b. **Sodomy** - Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
 - c. **Sexual Assault with an Object** - To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
 - d. **Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
 - e. **Incest** - Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - f. **Statutory Rape** - Nonforcible sexual intercourse with a person who is under the statutory age of consent.
4. **Domestic violence.** Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the complainant, by a person with whom the complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth complainant who is protected from that person's acts under the domestic or family violence laws of the State of Washington, or by any other person against an adult or youth

victim who is protected from that person's acts under the domestic or family violence laws of the State of Washington, RCW 26.50.010.

5. **Dating violence.** Violence committed by a person:
 - a. who is or has been in a social relationship of a romantic or intimate nature with the complainant
 - b. where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - i. The length of the relationship.
 - ii. The type of relationship.
 - iii. The frequency of interaction between the persons involved in the relationship.
6. **Stalking.** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - i. fear for their safety or the safety of others; or
 - ii. suffer substantial emotional distress.

Retaliation. Retaliation includes harming, threatening, intimidating, coercing, or taking adverse action of any kind against a person because such person reported a violation of this code or college policy, provided information about a reported violation, or participated as a witness or in other capacity in a college investigation or disciplinary proceeding. Retaliation by, for or against any participant (including but not limited to complainant, respondent, witness, Title IX officer or designee, or investigator) is expressly prohibited. Retaliatory action of any kind taken against an individual seeking redress under the applicable procedures or against any participant in subsequent processes is conduct subject to discipline.

POLICY VIOLATIONS

Reports of violations of this policy by employees, students, or visitors will be reviewed according to the procedures described in 1445P and 1445P2 to determine what interim measures, investigations, remediation, or other actions are required or recommended.

Students and employees found to have violated this policy may be subject to corrective or disciplinary action, up to and including dismissal from the college or dismissal from employment. Reports against students will be referred to the student conduct manager for disciplinary proceedings pursuant to the student conduct code (WAC 132H-126, Policy 2050). Reports against employees will be referred for disciplinary proceedings pursuant to the Title IX employee discipline procedures.

RESPONSIBILITIES

All employees are responsible for:

- Refraining from conduct that is discriminatory, harassing, or retaliatory;
- Taking discrimination, harassment, and retaliation concerns seriously;
- Reporting suspected discriminatory, harassing, or retaliatory conduct to the appropriate authorities in accordance with procedures 1440P, 1445P, 1445P2; and
- Cooperating with any resulting investigation and/or disciplinary proceeding.
- Employees who are licensed mental health counselors wherein confidentiality is part of their licensure, while in the role of counselor, are exempt from reporting.

Administrators, supervisors, and faculty members are responsible for:

- Providing a working and learning environment free from discrimination, harassment, and retaliation;
- Monitoring the work and learning environment for potential discrimination, harassment, and retaliation;
- Collaborating, when appropriate, with the human resources and Title IX offices to follow-up on situations that have been addressed through the reporting procedures; and
- Monitoring for potential recurrences of discrimination, harassment, or retaliation.

RELEVANT LAWS AND OTHER RESOURCES

- BC procedures [1440P](#)
- [BC Policy 1450/2050](#)
- WAC 132H-126
- [Title IX of the Educational Amendments of 1972](#)
- U.S. Department of Education's Office for Civil Rights
- Bellevue College Association of Higher Education Collective Bargaining Agreement
- Washington Public Employees Association Higher Education Collective Bargaining Agreement
- Washington Federation of State Employees Higher Education Community College Coalition Collective Bargaining Agreement

REVISION HISTORY

APPROVED BY

09/19/23 (President's Cabinet Temporary Approval - temporary approval expires on 03/20/24)

1440 Discrimination, Harassment and Retaliation

Original Date: 7/22/2008 * Last Revision Effective: 09/19/23 (temporary approval expires on 03/20/24)
Policy Contact: Vice President of Diversity, Equity, and Inclusion, Vice President of Human Resources

POLICY

It is the policy of Bellevue College (College) to provide a working and learning environment free from discrimination against and harassment of individuals based on their membership in a protected class, and to investigate and resolve reported violations in an equitable and timely fashion. Retaliation against individuals who file reports or otherwise participate in investigative and disciplinary procedures designed to address violations of this policy is also prohibited.

This policy applies to discriminatory, harassing, or retaliatory conduct whether physical, verbal, or non-verbal, occurring:

- Anywhere on the college's campuses (including vehicles);
- At any college-sponsored event or activity, whether on- or off-campus (such as social functions, athletic events, celebrations, or conferences);
- Off-campus, when such conduct adversely affects a member or members of the college community or the pursuit of the college's objectives; or
- Through the college's computer, telephone, or other electronic communication systems.

This policy does not alter or modify laws, regulations, or college policies applicable to the legitimate exercise of academic freedom or constitutionally-protected rights. General complaints unrelated to discrimination or harassment based on membership in a protected class or retaliation are addressed in Policy 1450.

Prohibited Conduct

This policy prohibits discrimination and harassment based on an individual's membership in the following classes that are subject to protection under federal, state, or local law:

- Presence of any sensory, mental, or physical disability
- Use of a trained dog guide or service animal
- HIV/AIDS and hepatitis C status
- Race/color
- Creed/religion
- Sex (including pregnancy)
- Marital status
- Age
- Sexual orientation, including gender identity or expression
- Genetic information
- Honorably discharged veteran or military status
- Parties impacted by sexual misconduct
- Membership in any other group protected by federal, state, or local law

Retaliation against any individual who reports, files a claim, or participates in an investigation or disciplinary proceeding involving alleged violations of this policy is also prohibited.

Consequences of Policy Violations. Reports of violations of this policy by employees, students, or visitors will be reviewed according to the procedures described in 1440P to determine what interim measures, investigations, remediation, or other actions are required or recommended.

Students and employees found to have violated this policy may be subject to corrective or disciplinary action, up to and including dismissal from the college or dismissal from employment. Disciplinary action against students violating this policy will be handled by the student conduct officer according to the student conduct code (Policy 2050). Disciplinary action against employees violating this policy will be handled by the responding party's supervisor or appropriate college official according to college policy, collective bargaining agreements, and state and federal law.

In some instances, employees who violate state or federal anti-discrimination laws may be subject to personal liability in a civil lawsuit. The college, through the WA State Attorney General's office, is authorized to defend and indemnify a college employee only when the employee acts in good faith and within the scope of their official duties.

Responsibilities

All employees are responsible for:

- Refraining from conduct that is discriminatory, harassing, or retaliatory;
- Taking discrimination, harassment, and retaliation concerns seriously;
- Reporting suspected discriminatory, harassing, or retaliatory conduct to the appropriate authorities in accordance with procedure 1440P ; and
- Cooperating with any resulting investigation and/or disciplinary proceeding.
- Employees who are licensed mental health counselors wherein confidentiality is part of their licensure, while in the role of counselor, are exempt from reporting.

Administrators, supervisors, and faculty members are responsible for:

- Providing a working and learning environment free from discrimination, harassment, and retaliation;
- Monitoring the work and learning environment for potential discrimination, harassment, and retaliation;
- Collaborating, when appropriate, with the human resources and Title IX offices to address inappropriate behavior of co-workers, students, and non-employees;
- Collaborating, when appropriate, with the human resources and Title IX offices to follow-up on situations that have been addressed through the reporting procedure; and
- Monitoring for potential recurrences of discrimination, harassment, or retaliation.

RELEVANT LAWS AND OTHER RESOURCES

- BC procedures 1440P
- BC Policy 1450
- Title [VI](#) and [VII](#) of the Civil Rights Act of 1964
- [Equal Pay Act of 1963](#)
- [Age Discrimination in Employment Act of 1967 \(ADEA\)](#)
- [Age Discrimination Act of 1975](#)
- [Americans with Disabilities Act of 1990 \(ADA\), as amended](#)
- [Section 504 of the Rehabilitation Act of 1973](#)
- [Washington Law Against Discrimination \(WLAD\) chapter 49.60 RCW](#)
- U.S. Department of Justice [Executive Order 13160](#)
- Violence Against Women Act (VAWA) Reauthorization 2013
- RCW 28B.10.842, 844; RCW 4.92.060-075
- Chapter RCW 28B.030 Gender Equity in Higher Education
- Chapter RCW 28B.112 Campus Sexual Violence
- Chapter 132H-126 WAC (BC Policy 2050 Student Conduct Code)
- Washington State Human Rights Commission
- Equal Employment Opportunity Commission
- U.S. Department of Education's Office for Civil Rights
- Bellevue College Association of Higher Education Collective Bargaining Agreement
- Washington Public Employees Association Higher Education Collective Bargaining Agreement
- Washington Federation of State Employees Higher Education Community College Coalition Collective Bargaining Agreement

REVISION HISTORY

Original 7/22/2008 - replaced original policy 4200 General Policy on Sexual Harassment Revisions 3/4/2009; 5/21/2009; 9/11/2012; 2/5/2015; 10/17/2018; 09/19/23 (President's Cabinet Temporary Approval - temporary approval expires on 03/20/24)

Board of Trustees

APPROVED BY

1440 Discrimination, Harassment and Retaliation

Original Date: 7/22/2008 * Last Revision Effective: 10/17/2018

Policy Contact: ~~Vice President of Human Resources~~ [Vice President of Diversity, Equity, and Inclusion, Vice President of Human Resources](#)

POLICY

It is the policy of Bellevue College (College) to provide a working and learning environment free from discrimination against and harassment of individuals based on their membership in a protected class, and to investigate and resolve reported violations in an equitable and timely fashion. Retaliation against individuals who file reports or otherwise participate in investigative and disciplinary procedures designed to address violations of this policy is also prohibited.

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- Through the college's computer, telephone, or other electronic communication systems.

This policy does not alter or modify laws, regulations, or college policies applicable to the legitimate exercise of academic freedom or constitutionally-protected rights. General complaints unrelated to discrimination or harassment based on membership in a protected class or retaliation are addressed in Policy 1450.

Prohibited Conduct

This policy prohibits discrimination and harassment based on an individual's membership in the following classes that are subject to protection under federal, state, or local law:

- Presence of any sensory, mental, or physical disability
- Use of a trained dog guide or service animal
- HIV/AIDS and hepatitis C status
- Race/color
- Creed/religion
- Sex (including pregnancy)
- Marital status
- Age
- Sexual orientation, including gender identity or expression
- Genetic information
- Honorably discharged veteran or military status
- Parties impacted by sexual misconduct
- Membership in any other group protected by federal, state, or local law

Retaliation against any individual who reports, files a claim, or participates in an investigation or disciplinary proceeding involving alleged violations of this policy is also prohibited.

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In some instances, employees who violate state or federal anti-discrimination laws may be subject to personal liability in a civil lawsuit. The college, through the WA State Attorney General's office, is authorized to defend and indemnify a college employee only when the employee acts in good faith and within the scope of their official duties.

Responsibilities

All employees ~~and students~~ are responsible for:

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- Taking discrimination, harassment, and retaliation concerns seriously;
- Reporting suspected discriminatory, harassing, or retaliatory conduct to the appropriate authorities in accordance with procedures 1440P ~~and 1440P2~~; and
- Cooperating with any resulting investigation and/or disciplinary proceeding.
- Employees who are licensed mental health counselors wherein confidentiality is part of their licensure, while in the role of counselor, are exempt from reporting.

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- Collaborating, when appropriate, with the human resources and Title IX offices to address inappropriate behavior of co-workers, students, and non-employees;
- Collaborating, when appropriate, with the human resources and Title IX offices to follow-up on situations that have been addressed through the reporting procedure; and
- Monitoring for potential recurrences of discrimination, harassment, or retaliation.

RELEVANT LAWS AND OTHER RESOURCES

- BC procedures 1440P ~~1440P2~~
- BC Policy 1450
- Title VI and VII of the Civil Rights Act of 1964
- Equal Pay Act of 1963
- Age Discrimination in Employment Act of 1967 (ADEA)
- Age Discrimination Act of 1975
- Americans with Disabilities Act of 1990 (ADA), as amended
- Section 504 of the Rehabilitation Act of 1973
- ~~Title IX of the Educational Amendments of 1972~~
- Washington Law Against Discrimination (WLAD) chapter 49.60 RCW
- U.S. Department of Justice Executive Order 13160
- Violence Against Women Act (VAWA) Reauthorization 2013
- RCW 28B.10.842, 844; RCW 4.92.060-075
- Chapter RCW 28B.030 Gender Equity in Higher Education
- Chapter RCW 28B.112 Campus Sexual Violence
- Chapter 132H-12~~5-6~~ WAC (BC Policy 2050 Student Conduct Code)
- Washington State Human Rights Commission
- Equal Employment Opportunity Commission
- U.S. Department of Education's Office for Civil Rights
- Bellevue College Association of Higher Education Collective Bargaining Agreement
- Washington Public Employees Association Higher Education Collective Bargaining Agreement
- Washington Federation of State Employees Higher Education Community College Coalition Collective Bargaining Agreement

REVISION HISTORY

Original 7/22/2008 - replaced original policy 4200 General Policy on Sexual Harassment

Revisions 3/4/2009; 5/21/2009; 9/11/2012; 2/5/2015; 10/17/2018

APPROVED BY

Board of Trustees
~~President's Cabinet~~



REGULAR MEETING AGENDA ITEM

OFF CYCLE TENURE

First Read

Description

A recommendation from the Tenure Review Committee concerning one tenure candidate has been submitted to the Board of Trustees, in accordance with the [“Collective Bargaining Agreement By and Between the Board of Trustees of Bellevue College – Community College District VIII and the Bellevue College Association of Higher Education.”](#) On the basis of this recommendation and in accordance with the provisions of the Agreement, it is the recommendation of the President and the Tenure Review Committee that the faculty candidate listed below be granted tenure.

The reason for tenure, as stated in the Revised Code of Washington, is to protect faculty employment rights. Further, tenure protects academic freedom and promotes collegiality and professionalism among faculty.

The tenure process at Bellevue College involves four levels:

- 1) The Tenure Evaluation Subcommittee (TES) gathers information, mentors the candidate, and prepares the tenure document.
- 2) The Tenure Review Committee (TRC), including six faculty members elected by the faculty at large, reviews the documentation prepared by the TES to ensure that similar standards and expectations are met across the many disciplines. The TRC provides an objective look at each document to make sure that the case supporting the recommendation of the TES is sound.
- 3) The College President, after reviewing the recommendations of the TRC, submits those recommendations and accompanying materials, along with his/her own recommendation, to the Board of Trustees.
- 4) Finally, the Board of Trustees, giving serious consideration to the recommendation of the President and the TRC, decides to grant or not grant tenure or extend the probationary period. During the first two years of candidates' employment, the President uses the recommendation of the TRC to decide whether or not to continue the probationary period.

Required documents have been gathered by the TES and the tenure candidates that provide evidence that the process described above has been strictly followed.

Background/Supplemental Information

An electronic notebook in .pdf format has been assembled regarding the tenure candidate, and all pertinent documents for the case has been included for review by members of the Board of Trustees. Each member of the Board will be able to access the tenure documents via a secure SharePoint site.

Prepared by: Dr. Robert Viens, Associate Vice President of Academic Affairs

rob.viens@bellevuecollege.edu

Recommended Motion

That the Board of Trustees of Community College District VIII consider granting tenure for the 2023-24 academic year to Kattie Dang, Counseling Center, Counselor. This agenda item will come back to the Board at the October meeting.